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|  | Project: | Project Name |  |
|  | Title: | Project Charter |  |
|  | Document number: |  |  |
|  | Version | 0.1 |  |
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|  | Responsible: |  |  |
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Document history

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We wish you much success with this template.Contents

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# Background/Project purpose or justification

This section describes why the project was initiated, a little story behind the idea. Try to make sound real, not like a homework. Describe a situation where there are problems or improvements would be welcome. Formulate a solution where you are key.

# Goals

This section describes which goals are to be realized with the project. These goals serve as a point of reference for the project closing. Measurable goals should be defined. Try to write at least 4 goals. Talk about feasible things, at the end I will verify that you achieved what you promised.

## Goals

| Goal | Description |
| --- | --- |
|  |  |
|  |  |

## Milestones [Important points in the life of the project]

| Schedule | Description |
| --- | --- |
|  | First prototype is available to test |
|  |  |
|  |  |

# Project product description

This section describes the project end product to be supplied.

***Product scope description****.   
The product scope description documents the characteristics of the product, service or results that the project will be undertaken to create. The description should also document the relationship between the products, services or results being created and the business need that the project will address.*

[Should focus on the backend, we’re not designers] [We’re also not creating a business, it’s a web application using MariaDB] [Do you have different levels of users?]

# Delivery units

A list of all project products/deliverables whose complete and satisfactory delivery indicate the completion of the project.

[This document counts as a delivery unit]

## Delivery units/services

| Delivery unit | Description/Comment |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

*A deliverable is any unique and verifiable product, result or capability to perform a service that is required to be produced to complete a process, phase or project. Deliverables are typically tangible components completed to meet the project objectives and can include elements of the project management plan. Deliverables also include ancillary results, such as project management reports and documentation. These deliverables may be described at a summary level or in great detail.*

# Project success criteria

This section outlines the quantifiable criteria that have to be fulfilled so that the project can be performed successfully.

[Criteria for meeting goals. Ex: If exceed budget, it can’t be over 10%]

| Project success criteria |
| --- |
|  |
|  |
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# High-level risks

This section describes some of the key project risks and their potential impact on the success of the project. This list of risks should be regarded as provisional rather than complete because risks are usually identified and dealt with continuously during the course of the project.

[Something that could potentially happen.]

| Risk | Possible impacts on the project |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

# Key stakeholders

This section should at least contain the key stakeholders with their name and their role in the project context. This is your starting point for further stakeholder management and analysis.

[Team members and Cesear]

| Name | Role |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

# 

# Project startup

The project is deemed started with the following signatures:

[Don’t touch]

|  | Instructor | Communications Officer | Project manager |
| --- | --- | --- | --- |
| Signature |  |  |  |
| Name |  |  |  |
| Date |  |  |  |

# Project end

[Don’t touch]

**Planned project end:**

|  |
| --- |

## Signatures for release

The project manager is released with the signatures provided here following the project closing phase:

|  | Instructor | Communications Officer | Project manager |
| --- | --- | --- | --- |
| Signature |  |  |  |
| Name |  |  |  |
| Date |  |  |  |

Annex

* 1. Glossary and abbreviations

If abbreviations have been used in this document (as well as terms that need to be defined in greater detail), and common understanding for every user is a prerequisite for the success of the project, this is an opportunity to explain them.

[Get rid of page if not used]

|  |  |
| --- | --- |
| **Term** | **Explanation** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |