Project: Address Linkage Key with AnalyticsIQ

Date: 02/07/2021

Overview

Using USPS guidelines, create a tool or set of tools to compute the delivery point of a given address. Initially the tool(s) will be tested against properly formatted "clean" addresses. Further iterations of the tool(s) will be tested against improperly formatted addresses as well as being used to determine if the dataset being examined contains certain types of delivery points such as high-rise buildings.

Project Team

Roles	Name	Major responsibilities	Contact (Email and/or Phone)
Project owners	Warren Smith	Guide and instruct project team	warrens@analytics-iq.com
	Jin Wang	Guide and instruct project team	jinw@analytics-iq.com
Team leader	Kat McElveen	Scheduling, project documentation	Kmcelve2@students.kennesaw.edu, katmcelveen@gmail.com, 678-521-6870
Team members	Byron Smith	Technical Specialist	Bsmith513@students.kennesaw.edu, 404-644-6515
	Kat Greer	Technical Specialist	kgreer4@students.kennesaw.edu , 404-512-0468
	Saritha Gudala	Technical Writer: preparing required documents for presentation, reports.	sgudala@students.kennesaw.edu , 571-509-8207
Advisor / Instructor	Meng Han	Facilitate project progress; advise on project planning and management.	mhan9@kennesaw.edu

Project website:

https://sarithavikram.github.io/CapstoneProject_AddressLinkageKey/

Final Deliverables

1. A tool or set of tools which compute the delivery point code given:
    - A dataset with clean, properly formatted addresses
    - A dataset with ZIP and ZIP+4
    - A dataset with high-rise addresses
2. A tool or set of tools which compute the delivery point code given a dataset with improperly formatted addresses.
3. A tool or set of tools which determine if certain types of delivery points, such as high-rises, are included in the dataset.

Milestones

#1 - By 02/28/2021

- Analysis of tools
- Research on USPS formatting and processes
- Setup and installation of remote tools and development environment

#2 - By 3/28/2021

- Creation of a Minimally Viable Product.
- The tool or tools will determine the delivery point of a clean, properly formatted address, from a ZIP code and ZIP+4 appended, and a dataset with high-rise addresses.

#3 - By 4/11/2021

- Creation of an enhanced and optimized product.
- The tool or tools will determine the delivery point of an improperly formatted address.
- The tool or tools will determine if specific types of delivery points, such as high-rises, are included in the dataset.

Future milestone meetings date/time

- Wednesdays at 6:30 p.m. EST – internal team meetings
    - Milestone meetings:
        - Milestone #1: 02/24/2021 6:30 pm to 7:30 pm
        - Milestone #2: 03/24/2021 6:30 pm to 7:30 pm
        - Milestone #3: 04/07/2021 6:30 pm to 7:30 pm
- Fridays at 10:00 a.m. EST – with project owners/Analytics-IQ

Communication and Meeting Planning

All chat and meetings coordinated in Microsoft Teams.

Project Schedule and Tasks Planning

See the Gantt chart file attached.