

## Project start

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### A1.0 Learning Activity

Preparation of the constitutive act of the project

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## Project Constitution Act

<b>Company:</b>	<b>The video of knowledge</b>
<b>Project name:</b>	Courses and certifications
<b>Type of project:</b>	Social and educational.
<b>Sponsor:</b>	Jaime Leonardo Enriquez Alvarez
<b>Product Owner:</b>	Zazueta Lopez Diana
<b>Project Manager:</b>	Diana Hernandez Fernandez
<b>Scrum Master:</b>	Garza Aguilar Sergio Alberto, Acosta Noriega Saul Eduardo

### **Purpose of the document**

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This document defines the general description, objectives and participants of the project. It is mainly related to the authorization of the start of the project. This document also provides a description of the current situation, high-level requirements, success criteria, risks, and opportunities.

### **Purpose / Justification:**

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Due to the great competitiveness of the market and current and changing conditions, our purpose is to develop an application for company employees and other users in which they will find courses that will help them reinforce the knowledge acquired during their work period as well as training them in new topics of which they have or have no prior knowledge, benefiting from certifications which can be reflected in their curriculum vitae thus achieving a good business profile, also being of great help to the company in such a way that it achieves greater gains against the competition for having a good team trained for customer service.

### **Brief description of the project:**

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Web platform that can be accessed at any time, different courses will be made available, and upon successful completion of one, you will be given an official certification that confirms the work and dedication, providing a feeling of success. While a user is within the platform, they will be able to consult study materials and share ideas and doubts with others, as well as see their most requested progress and courses.

### **Preliminary scope of the project:**

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 General Objective.

Develop an easy-to-use online platform, at a level of quality and cost that attracts users, guaranteeing the preservation of knowledge through courses, granting proof of certification.

### Specific objectives

- Increase the growth of course enrollment by 25% in 4 months, offering digital data in reports to users, of the most requested and completed courses.
- Be enrolled in a course per user, at least within 2 weeks of being registered on the platform, once a successful evaluation has been carried out, grant your certification.
- Increase 60% in 5 months in the exchange and transfer of content and experiences, in formats, either video, audio, word, PDF, power point, with an established size and duration limit.

### **Expected project results / Benefits:**

An online platform developed successfully in the established time is expected. Being this attractive and easy to use, complying with each of the requirements and objectives set.

Profits:

- Trained staff.
- Higher profits for the company.
- Greater number of clients knowing that the staff is trained.

### **High-level project requirements:**

<b>Requirement</b>	<b>Success criteria</b>
The system will allow the user to register on the platform as long and they enter all the requested data.	Once the data has been verified, the system will allow you to access the platform.
The system will control access and allow it only to authorized users. Users must log in with a username and password.	Once the data has been verified, the system will allow you to access the platform.
The system will allow the user to observe the data analysis of the most requested and completed courses.	The platform data must always be up to date.
On the platform, users will be able to have access to different support materials that will provide them with the necessary tools to obtain knowledge to complete their courses.	Different queries can be made depending on the need.
By being enrolled in a course, the user will be able to validate their progress and upon completion must obtain a certificate that accredits the successful completion of the course.	The platform will show progress and provide a certificate at the end of a course

### **Milestones**

### **Risks**

- Project delays.

- Decrease in quality.
- The requirements are incomplete.
- Lack of team commitment
- Bad communication in the team.
- Lack of authority in the team to complete the work and achieve the objectives.
- Unstable connection with the database.
- Decision making that reduces the motivation of the development team.
- The planning is too bad to adjust to the speed of development that is desired.
- Others.

### **Estimated Preliminary Cost / Budget**

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### **Interested in the project**

<b>Interested</b>	<b>Position</b>	<b>Role</b>	<b>Phone</b>	<b>Email</b>
Zazueta Lopez Diana	Chief	Developer-Designer	664-773-3045	diana.zazueta18@tectijuana.edu.mx
Hernandez Fernandez Diana	Manager	Documentator-Analyst	664-306-1394	diana.hernandez18@tectijuana.edu.mx
Garza Aguilar Sergio Alberto	Scrum master	Developer-Designer	664-697-3356	sergio.garza@tectijuana.edu.mx
Acosta Noriega Saul Eduardo	Scrum master	Documenter-Analyst	664-987-2546	saul.acosta16@tectijuana.edu.mx

### **Assumptions**

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- At the time of delivering the platform, the company has personnel to administer it.
- Users have prior knowledge in the use of mobile devices and computers.
- The courses will be the property of the company and will be administered by them.
- The content of the platform will be the responsibility of the administration.

### **Restrictions**

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- Time: Complete the project before June 10, 2021.
- Scope: Complete the list of project deliverables.
- Quality: There must not be more than one error per module.
- Risk: The general risk of the project must not exceed 20%
- Customer satisfaction: the customer satisfaction rate must be at least 80%.

### **Project authorization**

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<b>Name</b>	<b>Title</b>	<b>Signature</b>	<b>Date</b>
Zazueta Lopez Diana	Owner	DianaZ	04/12/2021

Name	Title	Signature	Date
Jaime Leonardo Enriquez Alvarez	Sponsor	_____	04/12/2021
Integrants	Conclusion		
Acosta Noriega Saul Eduardo	This document will help us to establish in a more formal way the organization of the project, because with this document we will know who must do everything and at what time it should be done. As it was, this document is the legal basis for our project.		
Garza Aguilar Sergio Alberto	Moving forward with the project we reach the stage where we can consolidate all the requirements to be able to translate them and turn them into a formal document where it is explained in detail what type of system as well as its functions, as developers it is important to be clear about what we are going to work on now. We must avoid the possibility of disagreements regarding the delivery of the product, in turn, as a team, we are responsible for the times in which we will work and the resources that will be necessary to be able to consolidate the platform.		
Hernández Fernández Diana	Finally, the constitutive act was developed according to the case study "courses and certifications", in the first place each one of the acts carried out was analyzed in order to arrive at a single one that will be the one that represents the project, the different ideas of each one of the team members joined. Some were discarded and others were supplemented according to the new ideas that were reached at the end, managing to capture the important information of the project to generate development and be able to conclude it successfully.		
Zazueta Lopez Diana	When making this document in which all the general and basic aspects of the company are stipulated, I could see the importance of this since personally it helped me to centralize everything regarding the project and clarify my ideas to start with everything that comes ahead.		


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