



Project Charter: RCC Website

Background

To better meet customer and financial institution requirements Refrigeration Contracting Company requires a website.

Goals

- clearly displays company name and industry of business
- a user-friendly and usable site architecture and navigation
- a small but streamlined experience with minimal pages
- prominently display address and contact information
- SEO optimized

Scope

The Scope of the Project Includes:

- all pages of the domain www.refrigerationcontracting.com

The Scope of the Project does not include:

- Digital media, any digital media will need to be provided by the client.

Key Stakeholders

Client	William Valenzuela
Sponsor	Refrigeration Contracting Company
Project manager	Aron Roberts
Project team members	Aron Roberts, Jonathan Alvarado

Project Milestones

When	What	Who
May 9 th 2017	Select CSS Framework and tools	Jonathan Alvarado
May 16 th 2017	Create Template using place holder images and text	Jonathan Alvarado
May 19 th 2017	Provide Digital Media and text content	William Valenzuela
May 23 rd 2017	Replace placeholder information with Client provided content	Jonathan Alvarado
May 26 th 2017	Review Code and optimize for browser	Aron Roberts



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May 30 th 2017	Review website and check for success criteria	Aron Roberts & William Valenzuela
June 1 st 2017	Deploy to webserver	Aron Roberts

Project Budget

The main budget for this project is for labor. It is budgeted at \$400

Constraints, Assumptions, Risks and Dependencies

Constraints	<ul style="list-style-type: none">- Client will need to provide media and text content and are constrained to what is provided to us- Framework and tools will need to be compatible with webserver
Assumptions	Client will be pleased with design layout and not require redesign prior to deployment
Risks and Dependencies	<ul style="list-style-type: none">- If the client fails to deliver content material in a timely manner project risks delay- We will need to install dependencies on webserver if an incompatible tool is used.-

Approval Signatures

William Valenzuela, Project
Client/Sponsor

Aron Roberts, Project Manager