# Project Scope – Law Firm brp team

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| Project Title: | Billing System Program |
| Authors of Scope: | Colin Kay, Albert Badalyan, Pagoda Pang, Kaleb Martens |
| Date: | September 9, 2012 |

## Description

The Law Offices of David R. Mugridge is a small firm located in downtown Fresno, California that specializes in criminal defense. They have been representing men and women in criminal defense and appeals throughout the Central Valley in English and Spanish. The Law Offices of David R. Mugridge is also licensed to practice in all state courts and federal district courts in California, in the U.S. Circuit Court for the 9th Circuit, and in the United States Supreme Court. Our sponsors from the law office will include James Mugridge and Tim Bartell.

## Purpose

The purpose of this project is to develop a software based billing system for the Law Offices of David R. Mugridge. The current billing system is dispersed throughout the firm. Billing submittals are often completed in various forms and formats, including Microsoft Excel, by individual clerks and attorneys. To reduce the potential for conflicts associated with a manual billing process, a software solution will be developed which centralizes the billing system, standardizes forms, and generates specified reports.

The software solution will be a substitution for the manual billing processes currently implemented. Technical details of the billing software will be identified in the project deliverable. To standardize and centralize the billing system, the software solution

## Project Characteristics and Requirements

## Success Criteria

The criteria for success or failure will be based upon our sponsors expectations, project terms and conditions, and completion of deliverables that are agreed upon herein.

## Project Deliverables

## Project ConStraints

## Liability

### Consent & Signatures

Dr. Ojoung Kwon, Instructor Date

James Mugridge, Project Sponsor Date

Tim Bartell, Project Sponsor Date

Colin Kay, Project Manager Date

Albert Badalyan, Database Administrator Date

Pagoda Pang, Documenter/Technical Writer Date

Kaleb Martens, GUI Developer Date