

Project Charter

A. General Information

Project Title:	Employability Analytics Project		
Brief Project Description:	This project focuses on creating a modern, scalable, and efficient employability analytics platform for FutureWorks Solutions. It aims to provide real-time labor market insights, predictive analytics, and personalized career recommendations for career advisors to address challenges like data integration, outdated technology, and limited market insights.		
Prepared By:	Team 16 1. Ananya Chowdary Bheemaneni 2. Maneesha Kakarla 3. Bala Krishna Kalavakunta 4. Laya Kalva 5. Manohar Kancharla 6. Sai Venkata Sriram Chowdary Karicheti		
Date:	January 28, 2025	Version:	1

B. Project Objective:

Explain the specific objectives of the project. For example: What value does this project add to the organization? How does this project align with the strategic priorities of the organization? What results are expected? What are the deliverables? What benefits will be realized? What problems will be resolved?

The primary objective of the **Employability Analytics Project** is to empower FutureWorks Solutions with advanced tools for data-driven decision-making, by enabling career advisors to deliver personalized, actionable career guidance. By integrating diverse data sources such as job portals, industry reports, and labor market surveys, the project aims to bridge the gap between job seekers skills and industry demands. The analytics platform will provide real-time job market insights, predictive analytics, and personalized recommendations, addressing challenges like data silos, outdated technology, and limited market insights. This aligns with FutureWorks strategic priority of staying competitive in a rapidly evolving recruitment industry by leveraging modern technologies and data analytics.

The expected results include improved efficiency for career advisors, enhanced accuracy in job market predictions, and better-prepared job seekers with tailored career recommendations. Deliverables will include a scalable analytics platform, predictive models for skill trends and salary benchmarks, and interactive dashboards. The project is expected to resolve issues like fragmented data, lack of actionable insights, and the inability to provide personalized career guidance at scale. Benefits realized include streamlined recruitment strategies, improved client satisfaction, and the organization's strengthened position as a leader in recruitment consultancy.

C. Assumptions

List and describe the assumptions made in the decision to charter this project. Please note that all assumptions must be validated to ensure that the project stays on schedule and on budget.

- 1. Data Quality and Accuracy:** It is assumed that the data sourced from job portals, industry reports, and educational institutions will be accurate, up-to-date, and free from significant errors. This ensures the insights generated are reliable and actionable.
- 2. User Adoption and Engagement:** It is assumed that career advisors will readily adopt the analytics platform and invest time in learning its functionalities. Their willingness to adapt to new technology is crucial for the project's success.

Project Charter

3. **External Factors Stability:** It is assumed that there will be no major disruptions in the job market, such as economic downturns or unexpected industry changes, that could impact the relevance of the data or the predictive models.
4. **Compatibility with Existing Systems:** It is assumed that the platform will integrate seamlessly with FutureWorks existing systems and databases without requiring extensive modifications to the current infrastructure.
5. **Availability of Testing Environments:** It is assumed that secure and robust testing environments will be available throughout the development process to validate the system's functionality, performance, and scalability before deployment.

D. Project Scope

Describe the scope of the project. The project scope establishes the boundaries of the project. It identifies the limits of the project and defines the deliverables.

The **Employability Analytics Project** focuses on creating a data-driven platform to support career advisors at FutureWorks Solutions. The project involves integrating data from multiple sources, developing predictive models, and designing interactive dashboards to provide real-time insights and personalized recommendations for career guidance.

In Scope:

- Data integration from job portals and industry reports.
- Development of predictive analytics for market trends and skill gaps.
- Interactive dashboards and customized reports for career advisors.

List any requirements that are specifically excluded from the scope.

- Job placement services or long-term platform maintenance.
- Integration with non-recruitment-related systems.

E. Project Milestones

List the major milestones and deliverables of the project.

Milestones	Deliverables	Date
Project Kickoff	Initial project plan and team roles finalized	Week 1
Data Integration Plan	Detailed plan for consolidating data sources	Week 2
Predictive Model Development	Completed predictive analytics models	Week 5
Dashboard Prototype	Interactive dashboard prototype for testing	Week 7
User Testing and Feedback	Testing report with advisor feedback	Week 9
Final Deployment	Fully functional analytics platform	Week 12
Project Closure	Final report and presentation	Week 15

F. Impact Statement

List the impact this project may have on existing systems or units.

Potential Impact	Systems / Units Impacted
Enhanced decision-making for career advisors	Career Advisory Unit
Improved data integration and centralized insights	Existing recruitment and CRM systems
Increased efficiency and accuracy of career guidance	Career Guidance Processes
Modernized technology infrastructure	IT Systems and Data Management Units
Streamlined recruitment strategies and personalized services	Recruitment and Workforce Planning Teams
Reduced manual effort through automation of insights	Data Analysis and Reporting Teams
Improved scalability for future expansion	IT Infrastructure and Resource Planning

Project Charter

G. Roles and Responsibilities

Describe the roles and responsibilities of project team members followed by the names and contact information for those filling the roles. The table below gives some generic descriptions. Modify, overwrite, and add to these examples to accurately describe the roles and responsibilities for this project.

Sponsor: Provides overall direction on the project. Responsibilities include approve the project charter and plan; secure resources for the project; confirm the project's goals and objectives; keep abreast of major project activities; make decisions on escalated issues; and assist in the resolution of roadblocks.	
Name	Email / Phone
Project Manager: Leads in the planning and development of the project; manages the project to scope. Responsibilities include develop the project plan; identify project deliverables; identify risks and develop risk management plan; direct the project resources (team members); scope control and change management; oversee quality assurance of the project management process; maintain all documentation including the project plan; report and forecast project status; resolve conflicts within the project or between cross-functional teams; ensure that the project's product meets the business objectives; and communicate project status to stakeholders.	
Name	Email / Phone
Ananya Chowdary Bheemaneni	ananyachowdary.bheemaneni@slu.edu (+13142298176)
Team Member: Works toward the deliverables of the project. Responsibilities include understand the work to be completed; complete research, data gathering, analysis, and documentation as outlined in the project plan; inform the project manager of issues, scope changes, and risk and quality concerns; proactively communicate status; and manage expectations.	
Name	Email / Phone
Ananya Chowdary Bheemaneni	ananyachowdary.bheemaneni@slu.edu (+13142298176)
Laya Kalva	laya.kalva@slu.edu (+13143937782)
Maneesha Kakarla	maneesha.kakarla@slu.edu (+13145367946)
Manohar Kancharla	manohar.kancharla@slu.edu (+19403335588)
Bala Krishna Kalavakunta	balakrishna.kalavakunta@slu.edu (+3143939789)
Sai Venkata Sriram Chowdary Karicheti	saivenkatasrirachowdary.karicheti@slu.edu (+13144105084)
Customer: The person or department requesting the deliverable. Responsibilities include partner with the sponsor or project manager to create the Project Charter; partner with the project manager to manage the project including the timeline, work plan, testing, resources, training, and documentation of procedures; work with the project team to identify the technical approach to be used and the deliverables to be furnished at the completion of the project; provide a clear definition of the business objective; sign-off on project deliverables; take ownership of the developed process and software.	
Name	Email / Phone
Subject Matter Expert: Provides expertise on a specific subject. Responsibilities include maintain up-to-date experience and knowledge on the subject matter; and provide advice on what is critical to the performance of a project task and what is nice-to-know.	
Name	Email / Phone

Project Charter

H. Resources

Identify the initial funding, personnel, and other resources committed to this project by the project sponsor.

Resource	Constraints
Initial Funding ~ \$20,000	Funding covers essential development tools and data access but excludes contingency for major unexpected costs.
Personnel: Team 16	Project team includes six members with defined responsibilities, no external consultants planned.
Technology: Python, Power BI, GitHub	Limited to existing tools like Python, Power BI, and open-source libraries, additional tool procurement requires sponsor approval.
Data Sources: LinkedIn, indeed, Glassdoor	Access to key job portals and industry reports is assumed, any restricted data may delay integration.
Infrastructure: IT Infrastructure	Existing IT infrastructure will be utilized, no new hardware or server expansion is included.

I. Project Risks

Identify the high-level project risks and the strategies to mitigate them.

Risk	Mitigation Strategy
Data Integration Challenges	Develop a clear data integration plan with standardized APIs and protocols, validate data quality early.
Stakeholder Engagement Issues	Schedule regular meetings and feedback sessions to ensure active participation and alignment.
Predictive Model Inaccuracy	Use diverse and comprehensive training datasets, perform iterative testing and validation.
Budget Constraints	Monitor expenses closely, prioritize critical deliverables and secure additional funding if necessary.
Technology Limitations	Leverage scalable tools and conduct early compatibility testing with existing systems.

J. Success Measurements

Identify metric and target you are trying to achieve as a result of this project. For example, overall cost savings of \$50K or reduce processing time by 25 percent.

The success of the **Employability Analytics Project** will be measured through several key metrics and targets. First, the project aims to reduce manual effort for career advisors by 30% through the automation of insights and dashboards, significantly enhancing their efficiency. Additionally, the predictive analytics models will target at least 95% accuracy in forecasting job market trends and identifying skill gaps, ensuring reliable data-driven recommendations.

Another measure of success will be user satisfaction, with a goal of achieving 90% positive feedback from career advisors during testing and after deployment. The platform adoption rate is expected to reach 80% among career advisors within the first three months of launch, reflecting its usability and value. Lastly, the project is designed to deliver cost efficiency by reducing operational expenses by 20%, achieved through streamlined data integration and automated reporting processes. These targets collectively ensure the project meets its strategic and operational goals

Project Charter

K. Signatures

The signatures of the people below document approval of the formal Project Charter. The project manager is empowered by this charter to proceed with the project as outlined in the charter.

Customer:		
Name	Signature	Date
Project Sponsors:		
Name	Signature	Date
Project Manager:		
Name	Signature	Date
Ananya Chowdary Bheemaneni	Ananya	01/30/2025