**Project Charter**

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| Project Title: The Clehuderfax e-chain  Sponsored by: The British College, Thapathali, Kathmandu  Manager: Rohit Pandey  Leader: Bijay Giri  Team Name: The Influencers  Target Customer: Local Traders of Cleckhuddersfax |

Version Control

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| Version | Date | Summary of changes |
| 1 | 2/19/2020 | *Initial version* |
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Project Justification

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| As the national chains have started to find space in Cleckhuddersfax by setting up convenience stores and are proposing to develop even larger stores, the traders in that area have congregated to start an online portal for their shops. This will help the traders contend with the bigger store on opening hours without losing their family time.  People's reliance on their local shopping area and the continued growth of local independent businesses is evidence that customers can be attracted to the ecommerce platform. And this online portal will solve the problem of locals being not able to shop as they were working most of the time when the shops were open. Traders are producing locally sourced, high-quality goods which are getting increasingly popular but cannot be purchased through local supermarkets.  So, this online portal will help the traders sell these goods to the local market on click and collect basis and will provide the customers better and easy shopping experience. |

Project Scope

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| 1. *Increase weekly product sales by 25 percent in 6 months.* 2. *Increase the website’s sales conversion rate by 5 percent in 2 months.* 3. *Attract new customers that would otherwise not be able to shop with the traders.* 4. *Improve sales support online to increase closing rate by 5 percent in 12 months.* 5. *Improve customer satisfaction overtime via online polls and surveys.* |
| *High level requirements:*   1. ***Customer Interface***    1. *Website with a theme that reflects heritage of the area and open to new and creative ideas.*    2. *At least five traders support system with maximum 10 shops.*    3. *Product search functionality by shop categories and products.*    4. *Cart and add to favourites function for products.*    5. *User login and registration functionality.*    6. *Email confirmation for new user registration.*    7. *Product collection slot.*    8. *Product invoice delivery to the customers.*    9. *Responsiveness feature on mobile devices and major web browsers including internet explorer.*    10. *PayPal, Stripe payment gateway implementation.*    11. *Product rating and product review.* 2. ***Trader Interface***    1. *CMS system for creating, managing, and modifying products.*    2. *Traders login system.*    3. *Product invoice delivery to corresponding product traders.*    4. *Database login function for traders for viewing orders and stock levels.*    5. *Admin login feature with authority to access the entire system.* 3. ***Management Interface***   *3.1 Management dashboard for accessing daily and periodic reports.*  *3.2 Daily report on orders placed for the traders.*  *3.3 Monthly product sales report for the traders.*  *3.4 Weekly finance report of products that have been delivered.* |
| *Major deliverables:*   1. *Unique user interface for customer, trader and management.* 2. *Oracle Interface as a backend for database.* |

Duration

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| *Initial prototype presentation – 24th March 2020*  *Deployment for testing – 18Th April 2020*  *Final submission – 3rd May 2020* |

Estimated Budget

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| No initial hardware requirements.  Hours per week per person 8-10  Team of 5  Hence, total hours min: 8\*5\*12 =480 hours max: 10\*5\*12= 600hours |

Roles and Responsibilities

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| **Name** | **Roles** |
| Bijay Giri | Co-ordinator, Specialist, Monitor Evaluator |
| Dipesh B.C. | Specialist, Plant, Co-ordinator |
| Kadamber Verma | Implementor, Complete Finisher, Resource Investigator |
| Rajbir Chand | Shaper, Monitor Evaluator, Resource Investigator |
| Sushant Tiwari | Team worker, Co-ordinator, Resource Investigator |

Communication and Collaboration Tools

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| 1. ***Slack*** *– For team communication and collaboration at one place.* 2. ***Trello*** *- For progress tracking.* 3. ***GitHub*** *– For version control and documentation.* 4. ***MS******Project*** *– For Task tracking and documentation.* 5. ***Taiga.io*** *– For project progress tracking.* 6. ***Team meetings*** *– 3 to 4 meetings will be held each week for feedback, discussion and promoting team collaboration.* |