Happiness Journal

Project Charter

Table of Contents

[Section 1. Charter Introduction 3](#_Toc92701105)

[1.1 Authorization 3](#_Toc92701106)

[Section 2. Project Overview 3](#_Toc92701107)

[2.1 Project summary 3](#_Toc92701108)

[2.2 Project scope 4](#_Toc92701109)

[2.3 Deliverables 4](#_Toc92701110)

[2.4 Project cost estimate and sources of funding 6](#_Toc92701111)

[Section 3. Project Organization 6](#_Toc92701112)

[3.1 Roles and responsibilities 6](#_Toc92701113)

[3.2 Project facilities and resources 7](#_Toc92701114)

[Section 4. Glossary and Acronyms 7](#_Toc92701115)

## Section 1. Charter Introduction

|  |  |  |  |
| --- | --- | --- | --- |
| **Revision Number** | **Date of Issue** | **Author(s)** | **Brief Description of Change** |
| 1.0 | 2020-01-10 | Sarah Baird | Creation of the document. |
|  |  |  |  |
|  |  |  |  |

### 1.1 Authorization

This Project Charter, for the creation of a NSCC Information Technology Program website has been reviewed in full and approved by the following:

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amy Tully-Knockwood  
*Faculty, Truro Campus School of Access, Education and Language  
Adult Learning Program and Academic Career Connections Program*

## Section 2. Project Overview

### 2.1 Project summary

* A web app to be used weekly to encourage students to engage in and reflect on activities that promote mental/physical wellness
* The sections will be: exercise, meditation, random act of kindness, practice gratitude and journal
* Sections can be filled out throughout the week and answers will be saved
* At the end of the week students will submit their answers as well as a short reflection on the entire week
* Students will be able to access all past answers by week
* Teacher will be able to access all the end of week reflections for each student
* This will be used in a course and graded – must be accessed through Brightspace
* App must be easy to use and visually appealing

### 2.2 Project scope

#### 2.2.1 Scope definition

In Scope:

* Login screen with teacher and student options
* Student create login page
* Student screen with 5 sections listed
* Save function for answers without submitting
* Submit function with popup box for final reflection
* Past answers page for students
* Student end of week reflections page for teacher
* Hosting and deploying to Brightspace

Out of Scope:

### 

### 2.3 Deliverables

|  |  |
| --- | --- |
| **Project Deliverable 1:** | **Documents** |
| Description: | Project Charter and Story Board |
| Acceptance criteria: | Amy Tully-Knockwood, Sean Morrow |
| Due date: | January 21, 2022 |
| Dependencies: | none |
| **Project Deliverable 2:** | **Login** |
| Description: | Login page for students/teacher and database setup |
| Acceptance criteria: | Amy Tully-Knockwood |
| Due date: | January 28, 2022 |
| Dependencies: | none |
| **Project Deliverable 3:** | **Student Create Account** |
| Description: | Student create account page |
| Acceptance criteria: | Amy Tully-Knockwood |
| Due date: | February 4, 2022 |
| Dependencies: | Login – for testing |
| **Project Deliverable 4:** | **Reflections Page** |
| Description: | Reflections page with 5 sections: exercise, meditation, act of kindness, practice gratitude and journal. Student’s name and current week dates. |
| Acceptance criteria: | Amy Tully-Knockwood |
| Due date: | February 11, 2022 |
| Dependencies: | Login – to display correct student |
| **Project Deliverable 5:** | **Save and Submit Functions** |
| Description: | Save button to save data throughout the week and submit button that will bring up a box to enter a final reflection before officially submitting the data |
| Acceptance criteria: | Amy Tully-Knockwood |
| Due date: | February 18, 2022 |
| Dependencies: | Login, Reflections Page |
| **Project Deliverable 6:** | **Student Past Reflections Page** |
| Description: | Page that will display all previously submitted answers by week |
| Acceptance criteria: | Amy Tully-Knockwood |
| Due date: | February 25, 2022 |
| Dependencies: | Login, Reflections Page |
| **Project Deliverable 7:** | **Teacher Past Reflections Page** |
| Description: | Page that will display all students and all their end of week reflections by date |
| Acceptance criteria: | Amy Tully-Knockwood |
| Due date: | March 4, 2022 |
| Dependencies: | Login, Reflections Page, Save and Submit Functions |
| **Project Deliverable 8:** | **Design** |
| Description: | Final UI design of the app based on feedback given throughout the meetings |
| Acceptance criteria: | Amy Tully-Knockwood |
| Due date: | March 11, 2022 |
| Dependencies: | All Pages |
| **Project Deliverable 9:** | **Hosting and Deployment** |
| Description: | Hosting of the web app and deployment to Brightspace |
| Acceptance criteria: | Amy Tully-Knockwood |
| Due date: | March 18, 2022 |
| Dependencies: | Entire app must be completed |

### 2.4 Project cost estimate and sources of funding

|  | **Hours** | **Wage** | **Total Cost** |  |
| --- | --- | --- | --- | --- |
| Hosting (AWS) |  |  | $3.00/month |  |
|  |  |  |  |  |
| **Totals** |  |  |  |  |

## 

## Section 3. Project Organization

### 3.1 Roles and responsibilities

| **Role** | **Description** | **Name/Title** |
| --- | --- | --- |
| Developer | Front End Development | Sarah Baird, Sungmin Park |
| Developer | Database and back end development | Sarah Baird, Sungmin Park |
| Developer | User interface design and back end development | Sarah Baird, Sungmin Park |
| Testing | Contribute opinion, testing, knowledge and other personal resources | Sean Morrow |
| Project Manager | Upkeep direction, documentation, and organization | Sarah Baird |
| Subject Matter Expert | Broad knowledge of implementation and development | Sean Morrow |

### 

### 3.2 Project facilities and resources

* Office Supplies – pens, pencils, paper and printer ink.
* Personal computer
* Visual Studio Code

## Section 4. Glossary and Acronyms

Define all terms and acronyms required to interpret the project charter properly.

|  |  |
| --- | --- |
| **Term or Acronym** | **Definition** |
| UI | User Interface |
| App | Application |