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# **DAILY DOSES PROJECT CHARTER**

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LITE Version 2.0

02/10/2021

## **Team Members:**

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## VERSION HISTORY

Version #	Implemented By	Revision Date	Approved By	Approval Date	Reason
1.0	Brice Allen Esther Palacios Herzog Jacqueline Tran Ivy Truong Biniyam Yohannes	02/01/21	Esther Palacios Herzog	02/03/21	Initial project proposal.
2.0	Brice Allen Esther Palacios Herzog Jacqueline Tran Ivy Truong Biniyam Yohannes	02/10/21	Esther Palacios Herzog	02/10/2021	Revised project proposal after first meeting with stakeholders.

UP Template Version: 11/30/06

Project Charter	
Full Template	Lite Template
Introduction	
Purpose of Project Charter	
Project and Product Overview	Project and Product Overview
Justification	
Business Need	
Public Health/Business Impact	
Strategic Alignment	
Scope	Scope
Objectives	Objectives
High-Level Requirements	High-Level Requirements
Major Deliverables	Major Deliverables/Milestones
Boundaries	
Duration	Duration
Timeline	Timeline
Executive Milestones	
Budget Estimate	Budget Estimate
Funding Source	Funding Source
Estimate	Estimate
High-Level Alternatives Analysis	
Assumptions, Constraints and Risks	
Assumptions, Constraints and Risks	
Constraints	
Risks	
Project Organization	
Roles and Responsibilities	
Stakeholders (Internal and External)	

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# 1 INTRODUCTION

## 1.1 PURPOSE OF LITE PROJECT CHARTER

The Daily Doses LITE Project Charter documents and tracks the necessary information required by decision maker(s) to approve the project for funding.

The intended audience of the Daily Doses LITE Project Charter is the project sponsor and senior leadership.

# 2 PROJECT AND PRODUCT OVERVIEW

The Daily Doses team proposes an IOS app to assist with daily medication reminders and which medication packs to take. Input will be performed manually and is stored locally on the user's device in a serialized Core Data object. There is no direct competition for the app on the IOS marketplace allowing the Daily Doses team to corner the market. We believe the app will benefit elderly patients and their families by using smart notifications. The project is scheduled to be 13-months long, with 12-months of iterative development with quarterly reviews and a 1-month deployment and acceptance testing period.

# 3 SCOPE

## 3.1 OBJECTIVES

**The objectives of the Daily Doses are as follows:**

- Remind senior citizens to take their medications.
- Options for the user to enter the reminder times and which medication packs to take.
- Create a downloadable app on IOS.

**Out of scope in this iteration:**

- Provider portal.
- Advice, medical, ethical, or other.
- HIPPA compliance.
- Data collection.
- Cross-platform support.
- Notifying somebody else about the status of the current reminder.

### 3.2 HIGH-LEVEL REQUIREMENTS

The following table presents the requirements that the project's product, service or result must meet for the project objectives to be satisfied.

Req. #	Requirement Description
1	Design a notification/alert system.
2	Have an output screen that will display which medication pack to take at that time.
3	Design an option system that best describes the medicine while setting reminder.

### 3.3 MAJOR DELIVERABLES/MILESTONES

Major Deliverable	Deliverable Description
Research	Initial user research, questionnaires, and data analysis.
Prototype	Wire frame of app with sample outputs.
Usability Testing	Data analysis and usability testing.
Development	Beta Version of IOS app.
Launch	A completed application.

## 4 DURATION

### 4.1 TIMELINE

The project calls for 13 months of development consisting of a 12-month iterative development period with quarterly reviews and one month of deployment and acceptance testing.

## 5 BUDGET ESTIMATE

### 5.1 FUNDING SOURCE

The operational budget of our company.

### 5.2 ESTIMATE

This section provides a summary of estimated spending to meet the objectives of the Daily Doses project as described in this Project Charter. This summary of spending is preliminary and should reflect costs for the entire development lifecycle. It is intended to present probable funding requirements and to assist in obtaining budgeting support.

#### Use Case Point Based:

Estimated cost: **\$192 000**

Estimated effort: **24 person-months**

USE CASES	USE CASE WEIGHT	ACTOR WEIGHT
Old Man	1	3
Daughter	5	3
TOTAL	6	6

Use case points:  $UCP = (UUCW + UAW) * TCF * UCF$   
 $= (6 + 6) * 1 * 1$   
 $= 12$

Lines of code per use case point: 1000 LOC/UCP

Overall size of the project: 12 000 LOC

Lines of code per person-month: 500 LOC/pm

Burdened labor rate: \$8000 per month

Cost per line of code: \$8000 per month / 500 LOC/pm = \$16

**Process Based:**Estimated cost: **\$140,000**Estimated effort: **17.5 person-months**

Activity	CC	Planning	Risk analysis	Engineering		Construction Release		CE	Totals (PM)
Task →				Analysis	Design	Code	Test		
Function ↓									
Reminders				0.5	1.5	2.5	2.0	0.25	6.75
Displaying Information				0.25	0.5	1.5	1.5	0.25	4
Entering Information				0.25	0.5	2.5	1.5	0.25	4.75
Total	0.5	1.0	0.25	1.0	2.5	6.5	5.0	0.75	17.5
% effort	3%	6%	1%	6%	14%	37%	29%	4%	

Based on an average burdened labor rate of \$8,000 per month, the total estimated project cost is \$140,000 and the estimated effort is 17.5 person-months.



## 6 PROJECT CHARTER APPROVAL

The undersigned acknowledge they have reviewed the **LITE Project Charter** and authorize and fund the Daily Doses project. Changes to this **LITE Project Charter** will be coordinated with and approved by the undersigned or their designated representatives.

Signature:	Esther Palacios Herzog	Date:	2/10/2021
Print Name:	Esther Palacios Herzog		
Title:	Software Developer		
Role:	Team Lead		

Signature:	Brice Allen	Date:	2/10/2021
Print Name:	Brice Allen		
Title:	Software Developer		
Role:			

Signature:	Jacqueline Tran	Date:	2/10/2021
Print Name:	Jacqueline Tran		
Title:	Software Developer		
Role:			

Signature:	Ivy Truong	Date:	2/10/2021
Print Name:	Ivy Truong		
Title:	Software Developer		
Role:			

Signature:	Biniyam Yohannes	Date:	2/10/2021
Print Name:	Biniyam Yohannes		
Title:	Software Developer		
Role:			

## APPENDIX A: REFERENCES

The following table summarizes the documents referenced in this document.

Document Name and Version	Description	Location
Daily Doses Project Charter Version 1.0	Initial project charter	<a href="http://www.dailydoses.dev">www.dailydoses.dev</a>

## APPENDIX B: KEY TERMS

The following table provides definitions for terms relevant to this document.

Term	Definition
CC	Customer communication
CE	Customer evaluation