

**Helen, Georgia State Park Website**

**Project Charter**

**University of Georgia, Terry College of Business**

**MIST7590E – MBT Capstone Project**

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**Team Members**

**Andrea Castresana**: Business Requirements Manager, Client-side Developer

**Jennifer Lazo**: Client-side/Server-side Developer, UI/UX Design Manager

**Alexander Couch**: Server-side Developer, UI/UX Design Manager

**Clark Williams**: Database Manager, Test Manager, Requirements Manager

**Eliseo Santos**: Project Manager, Server-side Developer, Database Mgr, Test Mgr

**Stakeholders**

**Mr. Art Pease**

President, Friends of Smithgall Woods

**Dr. Mark Huber**

Project Sponsor & Former President, Friends of Smithgall Woods

**Mr. Chuck Blaine**

Vice President, Friends of Smithgall Woods

**Ms. Anne Hughes**

Secretary, Friends of Smithgall Woods

**Mr. Van Bareither**

Treasurer, Friends of Smithgall Woods

**Project Description**

Smithgall Woods is a state park in Helen, Georgia, where attendees of the park can partake in recreational activities such as fishing, hiking, camping, and volunteering. Smithgall Woods obtains return volunteer hours from the state which gives an incentive for Friends Chapters to volunteer their time so that the park itself can receive more state money.

The Smithgall Woods website should have the capability for volunteers to log their hours in an easy-to-use interface. Another large concern for the park is the security and maintenance of its site. Most recently, the site was hacked with hidden link injections that displayed malicious messages about “Cialis” drug throughout the site. It is also understood that updating the site content is complex to the administrator which makes it difficult to change things in the site’s current platform. To address these concerns, our team has developed a security remediation plan and eight proposed system requirements which will be provided to the client and site owner for their approval.

**Project Scope**

The objective of this project is to rebuild and enhance the existing features of the Smithgall Woods website. Parts of this rebuild also include increasing the site’s security and simplifying its maintenance and update process. Additionally, this project will improve the Volunteer Hours Log Page with added mobile capability and data validation feature to provide better user experience. The team will use Java and JavaScript platforms to meet these enhancement objectives and implement the additional features.

**In-Scope**

* The team will re-arrange the site content to improve its appearance and make it more interesting to users and future visitors to the site.
* Each site page will display hyperlinks that are active, current, and relevant to the content of each page.
* The Volunteer Hours Log Page will have a capability to validate information entered by volunteers such as type of work and hours.
* The Volunteer Page will be formatted for both desktop and mobile views to improve user experience.
* The team will develop documentations with sufficient details that include instructions for maintaining and updating the site.

**Out-of-Scope**

* The team will not develop lodging reservation functionality within the website.
* The website will not be designed for mobile access.
* A separate mobile application will not be developed for this website.
* The team will not be responsible for ensuring site compliance to the **Georgia Code** **§ 10-1-911** that establishes a code of fair information practices that governs the collection, maintenance, use, and dissemination of personal information.
* The team will not be responsible for maintaining and updating the site.
* The team will not be responsible for implementing the site into a production environment.

**User Requirements**

The team developed the following user requirements and prioritized them from high to low based on the scope of this project. As part of the team’s recommendations, the high/medium priority requirements were further defined in the next section under System Requirements and would be provided to the client and site owner for their review and approval.

|  |  |  |
| --- | --- | --- |
| Web App Features | User Requirements | Priority |
| Website Pages (Site navigation & content presentation) | Smithgall Woods website shall be designed with user-friendly navigation that allows users to find information quickly through logical menu structure. | Low |
| Malicious weblinks and malware shall be removed from each site page | High |
| Smithgall Woods website content of each page shall be arranged in a way to improve its appearance and make it interesting to existing users and future visitors to the site. Text and pictures are a particular concern to the stakeholder | **High** |
| Site shall display an additional web page that provides information about their “All Access” trail | **High** |
| Website Construct | The website shall be rebuilt using Java and Javascript platforms in a way that doesn’t prevent designated representative from maintain and update the site. The majority of representatives will have limited knowledge in these programming languages | High |
| Instructions and training sessions will be provided in “real world English” to representatives so they know how to address any issues and how to maintain the site | High |
| Become a Friend or Volunteer Page | The page shall have more detailed information about becoming a friend or volunteer including directions, volunteer training day information, and working hyperlinks. | Low |
| All hyperlinks shall be active, correct, and current. | **High** |
| Cottage Accommodations Page | Smithgall Woods cottage accommodations page shall link directly to the relevant state parks reservations page. | **High** |
| Smithgall Woods cottage accommodations page shall be renamed to Reservations and list group (pioneer) camping and picnic shelter information, which are reserved through the same link. | Low |
| Volunteer Hours Log Page with Mobile Capability | Smithgall Woods application shall validate volunteers, jobs and hours by authentication process. | **High** |
| Smithgall Woods application shall be formatted with mobile devices in mind so that logging data via mobile is user-friendly. | **Medium** |
| Total volunteer hours for different park systems, such as Hardman Farm, must be tracked | **High** |
| Volunteer Report Generator Page with Separate Login | Smithgall Woods application shall generate volunteer reports showing the number of volunteer hours. | Low |
| Smithgall Woods application shall be capable of setting up user access to Report Generator for designated individuals only. | Low |

**System Requirements** (Functional/Non-functional)

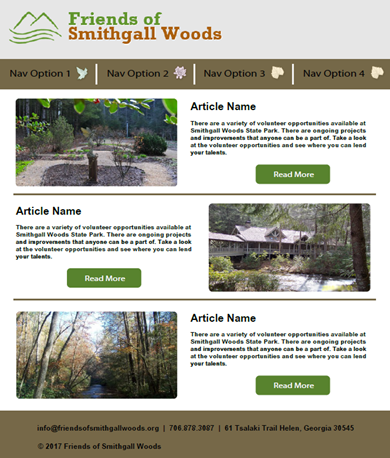
1. Each site page shall display a menu bar with the following headings that contain relevant subheadings to allow users to find information quickly and provide better user experience: Home, About Smithgall, Activities, Events, Volunteer Opportunities, Contact Us, and Friends Corner. Currently, several subheadings or topics are grouped under unrelated headings such as About Smithgall, Friends Chapter, etc.
2. Each page shall use darker font with higher contrast background and consistent line spacing, font type/size, and bold-type font that provides better user experience: double-line spacing between paragraphs, after page titles, and after subheadings; at least 26pt bold font for page titles and at least 20pt bold font for subheadings. Currently, light font is used on a light gray background which can be difficult to read. Also, some pages have inconsistent formatting.
3. The Cottage Accommodation Page shall link directly to the relevant state park lodging reservations page. All hyperlinks shall be active and current.
4. Details shall be provided for each lodging location such as different attractions, landmarks, trails, etc. to help users refine their search based on what they want to see.
5. The application shall allow volunteers to create user account with their name, date of birth, home address, email, and phone numbers. The application shall allow a park representative to validate user accounts.
6. Volunteers with user accounts shall be able to log their volunteer date, time, locations, and tasks performed. The application shall allow a representative to log in and confirm these data entered by volunteers.
7. Application menu shall be formatted for mobile browsers using Bootstrap for ease of viewing and item selection.
8. Site forms shall be formatted for mobile browsers using Bootstrap to make data entry easier and reduce the amount of typing required.

**Mockups**

**Home Page Mockup (Mobile Version)**

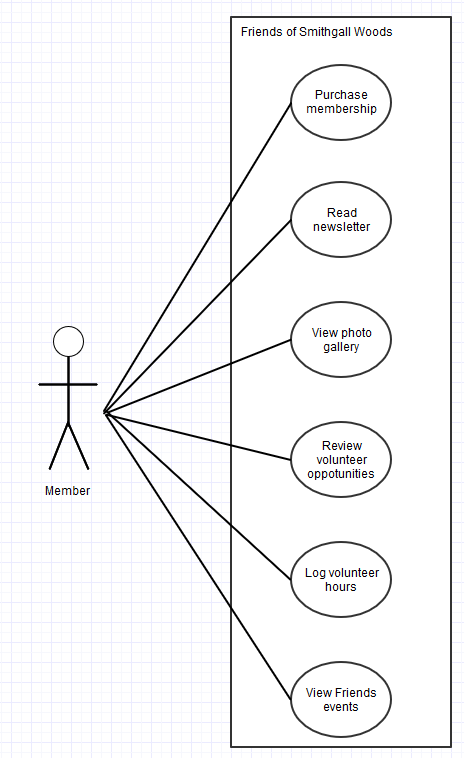


**Home Page Mockup (Desktop Version)**

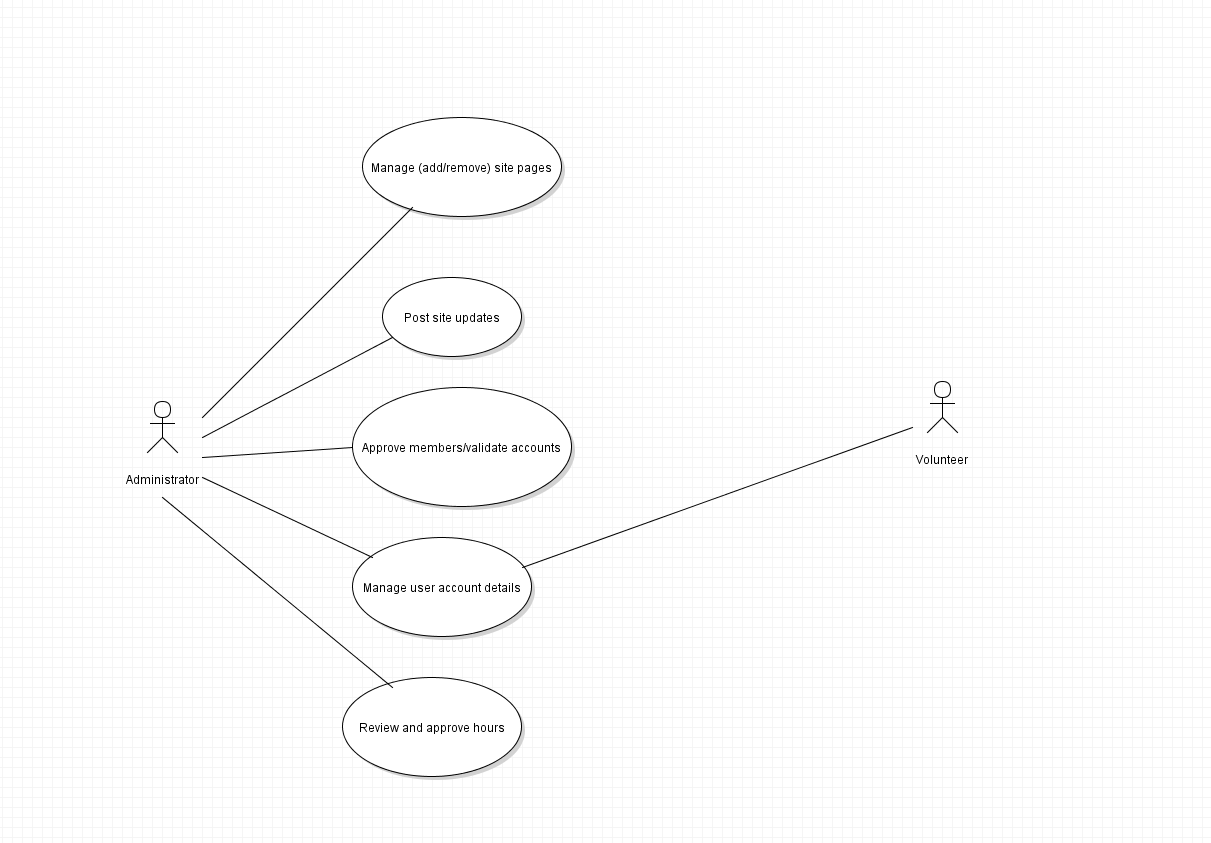


**Use Case Diagram**

**Friend**

****

**Administrator**



**User Stories**

**Volunteer**

Insert stories here……..

**Administrator**

Insert stories here……..

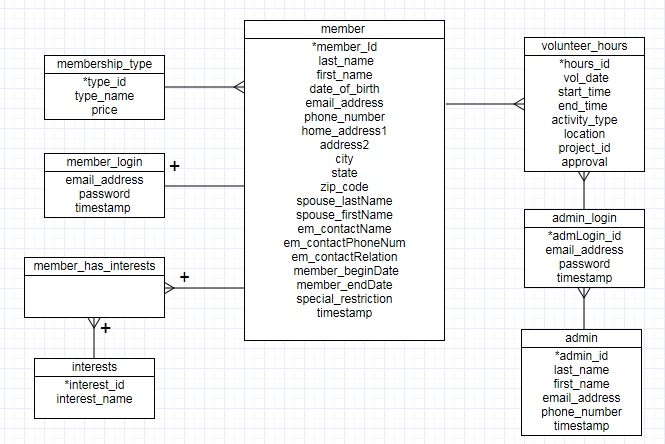
**Volunteer Workflow Diagram**

Insert workflow here……..

**Admin Workflow Diagram**

Insert workflow here……..

**Data Model**

Smithgall Woods Friends member creates a login account and inputs volunteer hours. Admin or a designated representative with admin access logs in to retrieve volunteer data from database, approves them and records approval in the volunteer\_hours table.

**Project Schedule**

**Project Budget Summary**

**Assumptions and Risks**

Project Team

Client – Friends of Smithgall Woods

**Project Administration**

**Communication Plan**

*Team Communication*

Communication amongst the team will take place on the Slack application and will be utilized for the team to collaborate with one another. The team is expected to diligently check Slack and to funnel all communications and messages via the app.

*Team Meetings*

Team meetings are held on average once a week and will be conducted through Google Hangouts. Being as everyone’s schedule consistently fluctuates, meeting dates and times are discussed through the Slack application and the team agrees on a day and time that best suits their schedules.

Any additional meetings aside from the weekly touchpoint are set up on a need basis

*Client Communication*

We will be communicating with the client, Smithgall Woods, primarily via email. When and if meetings are needed throughout the course of the project, we will either conduct meetings via Google Hangout sessions and/or visit the client on-site in Helen, Georgia. If the client has any emergency related items that they need to get in touch with us on, they are free to call us on our cell phone numbers.

*Emergency Contact Information*

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Scope Management Plan

Quality Management Plan

Change Control Management Plan

**Human Resources Plan:**

*Introduction*

Each member will be assigned roles and responsibilities that will be demonstrated throughout the course of the project. Some of these roles and responsibilities will include:

* Team Leader/Project Manager: Responsible for facilitating team discussion, coordinating meetings, assigning team tasks, organizing documentation, and coming up with the project plan and activities
* Client-side Developer: Develops the site from the user interface perspective
* Server-side Developer: Develops the site form the server-side perspective
* Database Manager: Identifies useful and unnecessary databases, ensures data storage is up to par, reviews data integrity
* UI/UX Design Manager: In charge of the overall design, look, and feel of the site
* Test Manager: Ensures that the appropriate test cases are created based off of the development, ensures that the appropriate approvals are in place before moving to production, monitors test execution
* Business Analyst/Requirements Manager: Gathers requirements, maintains relationship with business stakeholder and is receptive to feedback and input

**Website Test Management**

Overview

Test Plan

**Implementation and Closure Plan**

Acceptance and Approval

**Glossary**