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**CISC-480 PROJECT 1 CHARTER**

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| **Project Name** | **Project Manager** | **Organizational Unit** |
| Portfolio | Hunter Heffernan | Team C |

|  |  |
| --- | --- |
| **Email** | **Phone** |
| Heff5015@stthomas.edu | (651) 295-0389 |

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| --- | --- | --- | --- |
| **Estimated Costs** | **Expected Savings** | **Expected Start Date** | **Expected Completion** |
| $10,800 | N/A | 09/10/2025 | 10/20/2025 |

**Key Stakeholders**

|  |  |  |  |
| --- | --- | --- | --- |
| **Title** | **Email** | **Phone Number** | **Manager** |
| Business Line Lead | sssood@stthomas.edu | N/A | Dr.Sood |
| Project Sponsor | sssood@stthomas.edu | N/A | Dr.Sood |
| Project Lead | Heff5015@stthomas.edu | (651) 295-0389 | Hunter Heffernan |
| Requirement Lead | Lam01969@stthomas.ed | (651) 747-5838 | Vincent Lam |
| Tech Lead | Chim.chinema@stthomas.edu | (612) 501-2943 | Chim Chinema |
| Test Lead | Vail5214@stthomas.edu | (612) 462-8819 | Jonathan Vasquez |
| Project Champion | Vail5214@stthomas.edu | (612) 462-8819 | Jonathan Vasquez |

**Other Stakeholders**

|  |
| --- |
| * Students * Faculty Advisors * Potential recruiters |

**Business Problem**

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| --- |
| Students attending The University of St. Thomas lack an online portfolio that shows their skills when joining the workforce. |

**Proposed Solution**

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| Create an online portfolio for students at The University of St. Thomas wishing to join the workforce, showcasing past projects, their resume, and a reflection essay.  It should appear to the recruiter as a selling factor for the student |

**Statement of Work**

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| --- |
| This project involves designing and publishing a professional online portfolio template for students at The University of St. Thomas. The portfolio will highlight academic and personal Project achievements, technical skills, and personal reflections to support job applications and networking efforts. The work includes content curation, basic web development, and deployment via GitHub Pages. |

|  |  |
| --- | --- |
| **Goals/Metrics** | * Create a visually appealing, recruiter-friendly portfolio template for students. * Completion of all required sections by 10/20 * Successful GitHub deployment for each team member |
| **Expected Deliverables** | * Fully functional static portfolio website for each student * Resume embedded and downloadable * Two CS projects with descriptions and visuals * One non-CS assignment with context * Five-page reflection essay * GitHub repository with source code and live site link |

|  |  |
| --- | --- |
| **Assumptions** | * Students will provide their own resume, project files, and reflection essay * Basic templates or frameworks will be available to speed up development. * Faculty or advisors may offer informal feedback |
| **Constraints** | * Must be completed by 10/20 * Team disparities in HTML, CSS, and JavaScript skills. This may delay development as some will have to spend time learning material. |
| **Dependencies** | * Access to GitHub and internet connectivity for deployment * Use of pre-built foundation templates or online tutorials to overcome skill gaps * Team Coordination tools like Doc, Excel for collaboration and task tracking |

**PROJECT SCOPE**

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| --- | --- |
| Within Scope | * Home Page * Professional Introduction Video * Student’s Resume * At least two programming projects from previous CS course * At least one assignment from previous non-CS course * Five-page reflection essay * Publish portfolio on GitHub |
| Outside of Scope | * The deliverables will not be interactive |

**TENTATIVE SCHEDULE**

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| --- |
| See Gnatt Chart for milestones and dates |

**Revision Table**

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| --- | --- | --- |
| **Initial Document** | **Name** | **Date** |
| Added Revision table | Chim | 9/22 |
| Revised Schedule | Chim | 9/22 |
| Added Key stakeholder's table | Vincent | 9/22 |
| Added to Outside of Scope | Vincent | 9/22 |
| Added “Statement of Work” and “Other Stakeholders’” | Jonathan | 9/22 |
| Cleaned charter, provided more details in areas as needed | Jonathon and Vincent | 9/22 |
| Revised constraints | Hunter | 9/24 |
|  |  |  |