**PROJECT CHARTER**

**SHOPPING STORE**

Project Charter

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### 1. Executive Summary

* Project Goal:

Creation of new e-commerce website for General Supplies company that will be successful and generate revenues

* Objectives:

To create and maintain a high revenue e-commerce website tocapture the business potential of selling General Supplies products online

* Scope:

Deliver a quality e-commerce website within the time, cost and project requirements set by the project team

* Assumptions:

There are lot of e-commerce websites that have been successful in generating the revenues. The e-commerce business has also witnessed growth in the last 5 years

* Risks:

Identify and research possible risks starting up new e-commerce website

* Costs:

 Deliver the website within the allotted money for the project. Costs would be considered for website specifications such as human resources, training and other expenses that might arise

* Timeline:

 Develop a reasonable timeline by researching other e-commerce websites and determine time taken to complete the entire project.

* Approach:

Project Manager will conduct weekly project meeting the project manager will be responsible for delegating work and assign projectduties. The project manager will communicate via email, phone and conference calls

### 2. Project Overview

Our Project's mission is to develop a new and successful e-commerce website for General Supplies company. The site will feature the products of General Supplies company and will enable online purchase of selected products. We will examine the possible methods to develop the e-commerce website into premium online business for General Supplies company

***Project Title:***  ***Project ID:***

***Sponsor Organization:***  ***Representative:***

***Prepared by:***   ***Version:***

# 3. Project Purpose

#### Business Objectives

#### Creation of new e-commerce website for General Supplies company that will be successful and generate revenues

### 4 Project Overview

**4.1. Project Description**

The Shopping system enables vendors to set up products, customers to browse through the shops and buy, and a system administrator to approve and reject requests for adding new products and items. This shopping system will use the internet as the sole method for selling goods to its consumers.

**4.2. Scope**

The system shows all product categories to customer. The customer wants to buy item, then selected item will be listed in shopping cart for buying.

The payment will made with credit card. If customer wants to cancel the order before shipping, then he/she can cancel it.

buying report will be sent to email provided by customer

#### 4.3. Assumptions

• Creation of E-commerce website for General Supplies company incorporates all the General Supplies products available in their retail store

• Develop alternate revenue generation for General Supplies company by selling their products online

#### 4.4. Constraints

* Budget: The requirement to complete the project under the estimated cost of $275,000.00
* Time: Client requires to launch the website before November 30,2018.

### 5. Project Management Milestones & Deliverables

|  |  |  |
| --- | --- | --- |
| ***Milestone*** | ***Deliverable*** | ***Estimated Cost*** |
| Sign off Planning | •Requirement Gathering  •Content Outline  •Website Page layout  Sign off Design |  |
| Sign off Development | •CSS & HTML Coding  •Module Integration  •Content Population  •Unit Testing  •Security Implementation |  |
| Sign Off Testing | •Site Testing  •Cross Device Testing  •Performance Testing  •User Experience testing |  |
| Sign off Soft Launch | •Configure production Server  •Verify Production Server  •Transfer files to Production Server  •Final UAT & copy proofing |  |
| project Closure | •Completion of Project |  |

### 6. Project Budget & Costs

|  |  |  |  |
| --- | --- | --- | --- |
| **Purpose** |  | **Amount** | **Budget Source** |
| Business case | $ | 34,280.00 |  |
| Planning |  | 34,280.00 |  |
| Design |  | 34,280.00 |  |
| Build | $ | 34,280.00 |  |
| Quality assurance testing | $ | 34,280.00 |  |
| Implementation | $ | 34,280.00 |  |
| Project launching | $ | 34,280.00 |  |
| Hand over | $ | 34,280.00 |  |
| Online support | $ | 34,280.00 |  |

### 7. Personnel & Other Resources

|  |  |
| --- | --- |
| ***Resources*** | ***Description*** |
| *Project Team* |  |
| *Support* |  |
| *Facilities* |  |
| *Equipment* |  |
| *Software Tools* |  |
| *Other* |  |

### 8. Project Risks

|  |  |  |  |
| --- | --- | --- | --- |
| Risk Areas | Impact | Risk Owner | Mitigation Plan |
| Scope Creep | High | Project Manager | contact project sponsor to determine future project requirements; no more changes to current project |
| Custom Coding Overruns | High | Project Manager | Strict guidelines around scope creep, updates on project documents |

### 9. Project Organization

#### 9.1 Project Structure Approach

#### Project Manager will conduct weekly project meeting. The project manager will be responsible for delegating work and assign project duties. The project manager will communicate via email, phone and conference call

#### 

### 10. Approval Signatures

|  |  |  |
| --- | --- | --- |
| ***Position/Title*** | ***Signature/Printed Name/Title*** | ***Date*** |
| ***Sponsor Representative*** |  |  |
| ***Program Manager*** |  |  |
| ***Project Manager*** |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |