*RECREATION CENTRE Website*

project charter

V*1.0*

*10/14/2017*

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# Introduction

## Purpose of Project Charter

The Purpose is to cater that information which is to be required for the authorities to make decisions of the project to proceed and make the record for all the documentation as it may require for further enhancement by the stakeholders.

This will include all the necessary information regarding the scope, duration of the project required prior to the milestones, budget estimation, analysis for the high-level alternatives & also the assumption and the risks involved during total phase of the project.

# project And Product Overview

The Recreation Website main focus is to make a platform where the user can easily register themselves and to book the required slot conveniently for their visit to be hassle free.

Also this will help to expand the business and to bring new members for the club.

This will cost appropriately one year to cater the requirements of the owner while building the website. The estimated cost will be around **$101,000.**

# Justification

## Business Need

The problem occurs for customers of recreational center that there is no platform by which the customer can see which activities are in process or which activities are to be scheduled later etc. so if the customer wants to know the schedule and booking or registering criteria then then should come in recreational center and get knowledge about whatever they want. So, this problem arises the need of the platform which is a website by which customers can register themselves, can book the slot for swimming and gamming etc.

## Public Health and Business Impact

The recreational center website is very useful for their customers. Because they can they can book the slots as early as booking open while staying at home don’t need to go to center for booking and for any query and for the business impact it is very helpful because gathers the potential customers which are out of region, as they can visit the website and get register. So, this website is very helpful for the business also.

# Scope

## Objectives

The objectives of Recreational center website are as follows

* Provide a user-friendly platform for the customers by which they can see and manage their activities.
* Ensuring 24/7 availability.
* Communication between management and customers for any query.
* Website is secure through secure socket layer (SSL).

## High-Level Requirements

Below are the requirements that our website must meet to achieve the objectives

| Req. # | I Requirement Description |
| --- | --- |
| 1 | Register/Login |
| 2 | Register in a particular activity |
| 3 | Website is secure by SSL |
| 4 | Communication system between customers and management |

## Major Deliverables

| Major Deliverable | I Deliverable Description |
| --- | --- |
| Project charter | A project charter is build to identify scope and r requirements |
| Project model | A complete project model is build |
| Completed product | A complete product is delivered |
| Finalized product after resolving bugs | A complete final product is build |

# 

# Duration

## Timeline

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Tasks** | **Starting Date** | **Ending Date** | **Duration** | **Status** |
| Research | 29-oct 2017 | 3-nov-2017 | 1 weeks | completed |
| Collection Things For Presentation | 4-nov-2017 | 20-nov-2017 | 3 weeks | completed |
| Dividing Tasks | 25-nov -2017 | 29-nov-2017 | 6 days | completed |
| Working on tasks | 1-dec-2017 | 1-feb-2017 | 3 months | In process |
| Editing | 15-feb-2017 | 25-march-2017 | 2 weeks | Waiting |
| Approval | 26-march-2017 | 29-march-2017 | 4 days | Waiting |

# budget Estimate

|  |  |  |  |
| --- | --- | --- | --- |
| **Costs** |  |  | **Totals** |
| **Direct cost** | **Labor** |  |  |
|  | **Security** |  | **$20,000** |
|  | **Developer** |  | **$40,000** |
|  | **Research** |  | **$300** |
|  | **Layout** |  | **$1,500** |
|  | **Design** |  | **$4,000** |
|  | **Total direct**  **labor** |  | **$65,800** |
|  | **Insurance** |  | **$35,000** |
| **Total direct costs** |  |  | **$100,000** |
| **Administration**  **costs** |  |  | **$1,000** |
| **Overall project**  **total** |  |  | **$101,000** |

# High-Level Alternatives Analysis

## Functional Requirements:

1. **User/Customer Registration**: In our Project (Recreational center), User/Customer enter his/her details such as (Name, address, phone no. , email, password) in order to registered for just one time.
2. **Login**: After registration, User should login from there account and use facilities which are providing in our project.
3. **Navigation Bar**: After Login, there is also a menu which consist of indoor and outdoor activities list where the customer can select activity one of them from the menu. User/Customer can book a slot for only one indoor/outdoor activity each day.
4. **Security:** In order to maintain security in our project we use SSL (Secure Socket Layer), which is used to ensure that all the data which is passed between the webserver and browsers remain private and integrals.

## Non-Functional Requirements:

1. The payment method against registration.
2. Response time *to customer.*
3. *Access time to website.*
4. Our Web application shall be user friendly.
5. Our project shall allow several users/customers to use this application at the same time without downgrading its performance.

# Assumptions, Constraints And Risks

## Assumptions

* The project will be completed on time.
* Cost will not cross the budget.
* All the requirements will be fulfilled.

## Constraints

* Time is primary constraints of the project.
* Cost is also important constraints if any new artifact will required by the customer it will cost extra.
* Everyone can visit the website but only the paid user can get a slot for any game.
* The registration charges will be paid only one time for a year.
* If any person come along with register user and only visit the gymnasium, he or she did not need to pay for it if he uses anything then they will pay for it.
* The customer should be on site.

## Risks

* Functional item are consider as high priority and difficult to make changes in it, and they are time consuming.
* Some low priority item are risk they easy to implement if time and budget permits.
* Developer team member might left or may happen some serious mishaps can delay the project.
* Any logically error may come which can increase the development time due to that cost of the project also increases.

# Project Organization

## Roles and Responsibilities

|  |  |  |
| --- | --- | --- |
| Name and organization | Project Role | Project responsibilities |
| Mr. Salman Raheem  Jayzon Solutions LTD | Web manager | To available a security license from well-known company |
| Mr. Tayyab Arthur  Jayzon Solutions LTD | Lead developer | Take update from his on daily basis and help him if stuck anywhere in coding |
| Mr. Huraira Mughal  Jayzon Solutions LTD | Content producer | It’s job to collect article from different places and gather all materials |
| Mr. Rashaan Bajaj  Jayzon Solutions LTD | Designer | It has to design the website layout as require given by the client |
| Mr. afar Hasan  Jayzon Solutions LTD | Developer | He has to coding the program as per the instruct by the lead developer |

# Minutes Of Meeting

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **RECREATION CENTRE WEBSITE**  Minutes of the first meeting  at 3:00 p.m. on Wednesday October 4, 2017  in Faculty Room,8th floor , Iqra University, Karachi 75500  Present: Junaid Ahmed Khan(Director)  Muhammad Aamir Hameed(CEO)  Talha Zafar(CTO)  Murtaza Tahir Ali (Project Manager )  Muhammad Inshal (Team leads)  Samiullah kulachi(Team leads)  Absent: None | | | | |
| **No. of Minutes** | | **Subject** | | **Details of Discussion** |
| 1.01 | | Planning | | Which type of website company want to publish his product and make awareness to people about his center. |
| 1.02 | | Website Security | | Website has log In and log out option secure by well-known Company mentioned the name of “SSL” security services. |
| 1.03 | | Member ship fees | | Centre has admission fees and monthly fees also and guest can also visit by paying double fees of month. Week days fees will be 500rs and week end fee will be 1000rs. |
| 1.04 | | Centre timings | | Each portion has difference timing and days for customer. Limit customer avail one portion at a time. |
| 1.05 | | Agreement paper | | Agreement paper will be created from this project |
| The next meeting with client will be held on October 11, 2017.  Submitted by  (Murtaza Tahir Ali)  Project Manager  October 08, 2017    Approved by  JunaidAhmed Khan (Director)  October 09, 2017 | | | | |
| **RECREATION CENTRE**  Minutes of the Second meeting  at 3:00 p.m. on Wednesday October11 , 2017  in Faculty Room,8th floor , Iqra University, Karachi 75500  Present: Junaid Ahmed Khan(Director)  Muhammad Aamir Hameed(CEO)  Talha Zafar(CTO)  Murtaza Tahir Ali (Project Manager )  Muhammad Inshal (Team leads)  Samiullah kulachi(Team leads)  Absent: None | | | | |
| **No. of Minutes** | **Subject** | | **Details of Discussion** | |
| 2.01 | Follow up | | Every month there will email send to company, And updates status of the project that at what stage it project was reached. | |
| 2.02 | License | | All type license will be taken by well-known company. Local company license will not be accepted. | |
| 2.03 | Project submit date | | Project will submitted after six month with complete requirement and certificate of security company. | |
| 2.04 | Payments schedule | | Payments will be pays by cheque on the account of company. After submission of project on the give date. Payments will be reduce if any problems occur in the agreement | |
| 2.05 | Next project | | If all the things goes on proper channel. All documents submitted on time. Then company puts as name from next projects | |
| The next meeting with client will be held after project submission  Approved by  Junaid Ahmed Khan (Director) October 09, 2017  Submitted by  (Murtaza Tahir Ali)  Project Manager  October 08, 2017 | | | | |

# Process Model

The Process Model is to be used here will be **Scrum** in **Agile Methodology**

The Reason Behind is to make the involvement of all teams members by having a short meeting every time also to divide the project in different parts so the maximum outputs can be returned. As other process models does not give such kind of accessibility.

# Stakeholders (Internal and External)

## Internals:

The Internal Stake Holders defines those whom are involved directly to the project like the owner, also their employees who will use this website and maintain it. The software house owner to whom the project is given to Also their project managers, team leads, developers, designers.

## Externals:

The target Audience who will visit the website to avail facilities provided to them.

Also the visitor’s and guests referring as end-users.