**Project Charter**

**for**

**<Vintage Vogue>**

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Vintage Vogue Project Charter

# Project Description

The Vintage Vogue project is an online fashion portal (website) for the sale of fashion items operated by and for youth. Specifically its design is to allow volunteers in the Vintage Vogue project team to upload their fashion preferences as well as handle the saleof products. All participants of the Vintage Vogue project endeavour to adhere to the processes described in this document for the smooth running of the project.

The group will provide St Vincent de Paul Societywith a proposed software solution for a charity to maximise the amount of clothing donations that are sorted by engaging young people in volunteering to do this sorting with the purpose of identifying fashionable items that can be sold online. The idea is that not only the choice of products for sale but the look and feel on the website be defined and shaped by the youth on the team.

# Business Objectives and Success Criteria

The primary objective of the “Vintage Vogue”:

* Deliver the project by November 14 2011
* Project members will adhere to a set schedule to mitigate any late event or deliverables and lessen any additional costs.
* Ensuring the quality of the product is of a high standard
* All Intellectual Property for the project remains with St Vincent de Paul Society Canberra Goulburn Central Council

Project success will be determined by the following measurements

* The website is fully functional with all the required.
* The website needs to have a backup feature
* Website needs to be able to provide user profiles
* Website needs to be able to facilitate the increase and decrease of the stock through the website. This will be maintained by the admin staff of the Vintage Vogue.
  + Should have the functionality of uploading pictures in the website.
  + Taking off items that have been sold from the website or putting a ‘sold’ sign on the item when it has already been bought.
  + The website should be able to provide a function to be able to add new stock on display in the website.
  + Admin staff should be able to edit the description of the photos, ‘fashion sets’ of the items on sale.
* Admin staff of the Vintage Vogue team should be able to have control of the profiles of users (fashion enthusiasts, volunteers etc) in a way that they can add, delete, edit and/or disable profiles.
  + Disabling profiles will suspend the account of the user
  + Adding new profiles would need an approval of the admin before the user can view, upload and use the profile
  + Editing would involve the admin in editing the settings of the profile of an account.
  + Deleting profiles would involve the admin to delete the account altogether.
* The website is presented with a flavor of fashion.
* Website needs to be able to provide a comment posting system.
* “Call to action” button on the site that leads to a link where volunteers can sign up to the Vintage Vogue task force.
* There should be a supporting database that holds, catalogues and organizes the stock that comes in and out of the Vintage Vogue online store.
  + The database must be able to hold X amount of data to be able to handle expansions and future development.
  + Database should be able to be easily managed by the staff of vintage vogue.

The following are features or functionality which is not crucial to the function of Vintage Vogue, but may be out of project scope. In the case that the project completion is under the time frame some additional features may be added:

* A skin customization tool to further customize one’s account page
* A feature which is accepted by PayPal Sandbox to test purchasing capability
* Strong security which ensures safe, encrypted PayPal transactions

# Assumptions and dependencies

Joomla!can be downloaded from [www.joomla.org](http://www.joomla.org)

The server for the project is offered by Yellow Brick Road Marketing(Rene Sutherland)with web hosting service.

The hardware facility for security is supported by the web host company. On the software side, joomla’s security functionality is used to protect the site

# Constraints and Tolerances

|  |  |  |  |
| --- | --- | --- | --- |
| Dimension | Constraint (state limits) | Driver (state objective) | Degree of Freedom (tolerances) |
| **Features** |  |  | 40% of the features must be presented in the prototype presentation. 90%-100% of the features must be completed in the final presentation |
| **Quality** | Restrictions within the bounds of Joomla! Architecture |  | Final build must have 70% - 100% user acceptance |
| **Cost** |  | Each member will approximately work 21 hours a week toward the project | Average work per week may vary between 18 – 25 hours per week, depending on the phase of the project |
| **Schedule** | Unreasonable changes to project scope may extend workload | Final hand-over to client due on November 14 with a presentation | Final hand-over tolerance is 1 week |
| **Staff** | Four members throughout the entire project |  | Another member may be added during the first 2 weeks of the project, however it is highly unlikely |

# Milestones

|  |  |  |  |
| --- | --- | --- | --- |
| Event or Deliverable | Classification | Target Date | Description |
| Preliminary Period. Search for possible projects | Preliminary period | Jul 7 – Aug 14 | The team will search for project prospects |
| Project Brief/Charter | Design and analysis | Aug 19  Week 1 | Document which outlines the specifics of the project. Face to face contact between team and client is highly advisable |
| Requirement analysis, system design, risk assessment | Design and analysis | Aug 22  Week 2 | Detailed requirements analysis to be undertaken which results in the design of the system |
| First iteration of programming begins | Development | Sept 5  Week 4 | First build of the cycle is developed |
| First prototype developed, unit/system testing | Development | Sept 19  Week 6 | The first build which is shown to the client |
| User acceptance testing | Development | Sept 20  Week 6 | A first glance of the software for the client which they may give feedback on |
| Re-evaluation of risk, design and requirements, second iteration of programming begins | Development/ Design and analysis | Sept 26  Week 7 | According to the user acceptance feedback the team may alter its design, risk and requirements. The second cycle of programming begins |
| Prototype/alpha release completed, unit/system testing | Development | Oct 10  Week 9 | A second cycle in the release sees a much more detailed and complete program |
| User Acceptance Testing | Development | Oct 11  Week 9 | A second user acceptance testing |
| Re-evaluation of risk, design and requirements, third iteration begins | Development/ design and analysis | Oct 17  Week 10 | The third “beta” phase of the programming begins |
| Final user acceptance testing | Development | Oct 24  Week 11 | Beta build demonstrated to client |
| Re-evaluation of risk, design and requirements. Final build begins, thorough unit/system testing | Development/ Design and analysis | Oct 25  Week 11 | The release cycle is undertaken |
| Final presentation to client and project closure | Project closure | Nov 14  Week 14 | Final delivery of project to client |
|  |  |  |  |

# Risks

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Risk Type | Risk Description | Current Probability | Impact | Mitigation/Response |
| Schedule | Program not fully operational by week 14 | 5% | Extreme | Adhere to work break down structure and milestone schedule. Alteration of deliverables with client permission |
| Budget | The budgeted work hours required(21 hours) is insufficient for the completion of the project | 1% | Medium | Alteration of deliverables with client permission |
| Business | Client abandons project | 1% | Extreme | Maintain strong communication to avoid abandonment |
| Technical | New technological standard appears(specifically Joomla is upgraded) | 1% | Extreme | Refactoring of code. Alteration of deliverables with client permission |
| Technical | Web host remains offline for a long period of time | 1% | Medium | Other project work besides programming can be completed |
| Quality | Poor user acceptance | 10% | Medium | Extreme programming technique has been used to maintain strong contact with client and respond quickly to desired/undesired software outcomes |
| Resource | Team member leaves unexpectedly due to emergency situations | 10% | Medium | Remaining 3 members has to work overtime |

# Resources

|  |  |
| --- | --- |
| Resource | Description and Source |
| Vintage Vogue Project Group | Ability to analyze a project requirement and produce a solution system in client satisfied environment. |
| UC Building 11 Computer Labs | Majority of the work is to be conducted in the computer labs at UC |
| Joomla! | The web development platform that Vintage Vogue uses |
| Extensions.joomla.org | Existing extensions which the group can use to develop extensions and plug-ins for Vintage Vogue Project |
| Moodle | Moodle is an education platform used by the University of Canberra. It allows students to communicate to each other and upload/download files. Also it is the mode of communication between students and educators |

# Approvals

Rene Sutherlandfor St Vincent de Paul Society Canberra Goulburn: Client - By approving the project charter, it also approves that it is the basis of the project.

Charles Palmer: "caretaker" unit convener - Approves project feasibility based on scope and time,

Dale Kleeman: Tutor - Monitors progress of project

John Agbulos: Project Manager - Approves/disapproves various actions done by the team

Cameron Ly: Lead Programmer - Approve of programming in terms of efficiency and ease of understanding

Norman Taminaya: Documentation Specialist - Approves/Disapproves of quality and coherency of ongoing documents

Sang Uk Kim: Quality Management - Approval of overall quality of all aspects includes

# Budget

Due to the fact that the team will actually not be paid, there will be no actual set budget in this project charter, but rather this section will indicate the amount of hours that we will put in detail. The hand over period of the project would take two 2 hour sessions and this would be part of the training that would be provided.

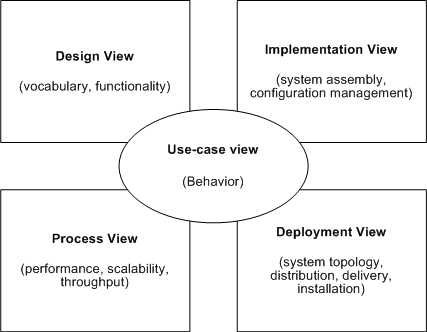
|  |  |  |
| --- | --- | --- |
| Team Member | Role | Weekly  Hours |
| John Agbulos | Project Manager | 21 |
| Norman Taminaya | IT Documentation Specialist | 21 |
| Sang Uk Kim | Quality assurance manager | 21 |
| Cameron Ly | Lead programmer | 21 |
|  |  |  |
| **Total** |  | **84** |

|  |  |  |
| --- | --- | --- |
| Total Estimates | Estimated  Workload | Training |
| **Project Team** | 1176 hours | 4 hours |

# Techniques

## Architecture Technique

The design architecture chosen for Vintage Vogue is the “4+1 Architecture”. The architecture portrays the software system using multiple and inter-related views.



Taken from http://www.bigelow.ch/Modeling/Modeling.aspx

Design view: The view is most beneficial for end users by providing a vocabulary description of the project problem and solution(contrasting to a technical language)

Implementation view: The view is most beneficial for programmers and developers. It describes the system in its technical environment

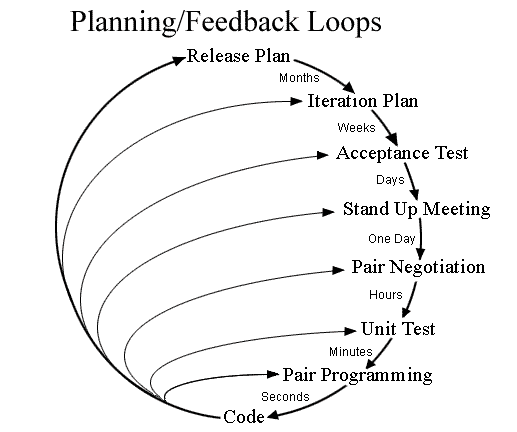
Process view: The view is most beneficial in a business point of view. It describes the system’s flow of execution, control and interactions

Deployment view: The deployment view describes the system in its physical manifestation and is helpful for end users and future programmers.

(Optional, not in image) Data view: An optional view which describes the manner of the database used by the system. Useful for database developers and administrators.

## Software Development Process

The software development process used for Vintage Vogue is Extreme programming.



Taken from <http://en.wikipedia.org/wiki/File:XP-feedback.gif>

Due to client uncertainty of the vision and lack of software development proficiency our group decided to apply the Extreme programming(XP)methodology.

XP is specifically designed to respond and adapt to changing client requirements, by creating short iterations(builds) of the software. The quick output of software builds will help our client clarify her vision for the project whilst remaining responsive to approval or denial of client decisions.

# Revision History

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Date | Reason For Changes | Version |
| Original Version | 18/08/11 | Original Project Charter | 1.0 |
| Revised Edition | 23/08/11 | Title of the project changed from “Vinnies Vogue” to “Vintage Vogue”. Changed the deliverable to proposed solution instead of proof of concept as proposed solution described the project deliverable better. | 2.0 |
| Client Revised Edition(Rene Edit) | 24/08/11 | Approved changes made by Rene Sutherland | 2.1 |
| Assignment Week 4 Edition | 5/09/11 | Additions made for assignment submission(Added WBS and Techniques) | 3.0 |
| Final Edition | 14/11/11 | Removed WBS, due to inconsistencies in final documentation | 4.0 |

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