

Project Charter

(Office/Department - Project Name)
Updated (date) - Version (x.x)

Project Name	Facial Analysis	
Executive Sponsor	N/A	
Project Manager	Beize Li	
Primary Stakeholder(s)	Interviewer, Interviewee, Developer	
Project Description / Statement of Work		
The project analyzes a recorded video. The video contains an interview process with a person responding to questions. The analysis is based on the person's facial expression. The team will use Microsoft Face API to analyze facial expressions and sends the result back.		
Business Case / Statement of Need <i>(Why is this project important now?)</i>		
The employer can see how confident the interviewee was during the interview.		
Customers		Customer Needs / Requirements
Interviewer		Recording
Project Definition		
Project Goals	Analyze facial expressions.	
Project Scope	Categorize different emotions	
Project Deliverables	Return emotion factors.	
Project Constraints / Risks <i>(Elements that may restrict a project, project team, or project action)</i>		
The recording may not cover the entire face.		
Implementation Plan / Milestones <i>(Due dates and durations)</i>		
By the end of October: Face API		
By the end of November: Link with the other subsystems		
Communication Plan <i>(What needs to be communicated? When is communication needed? To who? How?)</i>		
Communicate through Zoom and Discord.		
Change Management / Issue Management <i>(How decisions will be made? How changes will be made?)</i>		
The decision is made as a group.		
Project Team Roles and Responsibilities		
Team members	Roles	Responsibilities
1. Haowen Yin	BA	Use Cases, Activity Diagrams, DOM, ER Diagram
2. Beize Li	PM	Kanban Board
3. Zewen Lin	BA	Use Cases, Activity Diagrams, DOM, ER Diagram
4. Serly Teymoorian	QA	Test Strategy, Test Plan, Traceability Matrix.
5. Manuel Miranda	DEV	Context Diagram, Architecture Layout, Component Diagram, Class Hierarchy Diagram, Sequence Diagram.

Stakeholder Roles and Responsibilities		
Stakeholders	Roles	Responsibilities
Interviewer	QA	Provide feedback, manage software, and questions
Interviewee	QA	Use the software
Developer	DEV	Create the software

Sign-off

Sponsor : _____ Date: _____

(Name)