

Project Charter
BUDT748 Fall 2024

PROJECT NAME	Asset Location Mapping
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Specify the official name of the project to be undertaken.

TEAM MEMBERS

List the names and roles of all team members.

ID	NAME	ROLE
1	Bhuvankrishna Kunnath Balakrishnan	Infrastructure
2	Sumit Patel	Requirements
3	Krithika Somasekhar	Interface Design
4	Balaji Udayakumar	Data Management
5	Jessica Choong	Use-Cases

BACKGROUND	Why is this project important? What led to the initiation of this project?
Provide a brief overview of the project context and rationale.	<p>This project is important because Trace3's LAMP is a critical tool for managing asset locations, service contracts, and warranty certificates for its clients. However, the existing system only allows asset tracking at the address level, which is insufficient for clients with large campuses or complex facilities. These clients face challenges in locating assets with the necessary precision, leading to inefficiencies and potential disruptions in operations.</p> <p>The project was initiated due to client feedback and the recognition that more granular asset tracking—down to the building, floor, and room levels—is essential for improving operational efficiency and enhancing user satisfaction. The need for advanced location mapping capabilities became evident as clients struggled with the limitations of the current system, prompting Trace3 to seek a solution that would allow for more detailed asset management and better visualization of asset statuses. This enhancement is expected to significantly improve the user experience, increase the platform's adoption, and support Trace3's growth in the market.</p>

<p>MISSION</p> <p>State the fundamental purpose of the team.</p>	<p>What is the primary goal the team aims to achieve?</p> <p>To enable LAMP users to upload a sitemap for a location (similar to how Google indoor maps work) and specify the site layout. Once that process is done, the assets will be mapped to specific locations within a given physical site and additional features such as dynamic visualization and zone filtration will be enabled.</p>
<p>OBJECTIVES</p> <p>List specific, measurable outcomes the team should achieve.</p>	<p>What are the key deliverables? What are the success criteria?</p> <p>Key deliverables</p> <ul style="list-style-type: none"> - interface to upload map - integration to Trace3's existing interface to display asset location - status display <p>Success criteria</p> <ul style="list-style-type: none"> - accuracy of the map, filter, search results

DELIVERY SCHEDULE

List the feature deliveries planned.

ID	Sprint	Dates: Start/Finish	Deliverables/Features/Tasks
1		Sep 4 - Sep 11	<p>Determine the following for the project:</p> <ul style="list-style-type: none"> - scope - technology and infrastructure (licenses) - budget and constraints <p>To confirm with Richard:</p> <ul style="list-style-type: none"> - Are assets mobile or static?
2	A	Sep 12 - Sep 26	<p>Building on Trace3's existing infrastructure to enable users and Trace3 to upload maps of their buildings, the system parses the map to identify floor levels, room by department (for color encoding)</p> <ul style="list-style-type: none"> - check with Richard on preferences for thumbnails, colors - map formatting and instructions for upload
3	B	Sep 27 - Oct 11	<p>Customers or Trace3 to provide the asset's location within the building and the map displaying the location.</p>
4	C	Oct 14 - Oct 28	<p>Search, filter, and status of assets.</p> <ul style="list-style-type: none"> - Ability to search for Assets in both primary and secondary locations - Filter floor maps based on criteria - Visualize the state of assets
5		Oct 29 - Nov 12	Iterate on A-C
6		Nov 13 - Nov 27	Iterate on A-C
7		Nov 28 - Dec 13	Finalizing all features and provide documentation to Trace3.

COMMUNICATION PLAN

Outline how the team will communicate internally and with stakeholders.

What are the preferred communication channels and frequency?
Who are the key stakeholders to be informed?

Our point of contact to Trace3 is Richard Gau, and the preferred communication means are emails and virtual meetings on a weekly - biweekly basis, depending on whether we have updates to share.

Within our team, we communicate in-person during classes, through group chat on Teams and WhatsApp.

RISK MANAGEMENT

Identify potential risks and mitigation strategies.

What potential obstacles could arise? How will these be managed or mitigated?

- It can be time consuming to fully understand the data and structures, for example dependencies, legacy code.
- Suggestion: frequent interaction with the client, request for documentation from the client
- Budgetary constraints
- Suggestion: client could allocate cloud compute to this project and ensure that we have the visibility into it

Appendix:

Deliverables (Backlog Chart Sample)

Release	Sprint	Product Backlog
1	1	Feature 01 Feature 02
	2	Feature 03 Feature 04 Feature 05
2	3	Feature 06 Feature 07 Feature 08
	4	Feature 09 Feature 10
3	5	Feature 11 Feature 12
	6	Feature 13 Feature 14 Feature 15

Backlog Chart Sample

Product Backlog

Release

Sprint 1 Backlog

Sprint 2 Backlog