

# Project Charter

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**Category:** project-charter

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**Description:** PMBOK Project Charter formally authorizing the project

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## Project Charter: Task Management System

### 1. Project Purpose:

To develop and deploy a collaborative task management application for small to medium-sized teams. This application will streamline workflow, improve team communication, and enhance project tracking capabilities. The system will provide features for task creation, assignment, progress tracking, due date management, priority setting, and file attachments.

### 2. Project Objectives:

- Develop a functional and user-friendly task management application incorporating all specified features.
- Successfully deploy the application to a production environment.
- Achieve a user satisfaction rating of at least 4 out of 5 stars based on post-launch user feedback.
- Complete the project within the allocated budget of \$50,000.
- Complete the project within the allocated timeframe of 6 months.
- Maintain a defect density of less than 0.5 defects per 1000 lines of code.

### 3. Project Deliverables:

- Fully functional web application (including frontend and backend).
- Comprehensive user documentation.
- Deployment scripts and documentation for production environment.
- Test reports and quality assurance documentation.
- Training materials for end-users.
- Post-implementation review report.

### 4. High-Level Requirements:

- The application must support concurrent access by multiple users.
- The application must be secure and protect user data according to industry best practices.
- The application must be scalable to accommodate a growing number of users and tasks.
- The application must be accessible across multiple browsers and devices.
- The application must integrate seamlessly with existing communication platforms (if applicable - specify).

### 5. Project Stakeholders:

- **Project Sponsor:** [Name and Title] – Provides funding and overall project direction.
- **Project Manager:** [Name and Title] – Responsible for planning, executing, monitoring, controlling, and closing the project.
- **Development Team:** [List Team Members and Roles] – Responsible for developing and testing the application.
- **QA Team:** [List Team Members and Roles] – Responsible for testing and quality assurance.
- **End-Users:** Small to medium-sized teams requiring a task management solution.

#### 6. Project Assumptions:

- The development team possesses the necessary skills and experience in the specified technologies (React, TypeScript, Node.js, Express, PostgreSQL, JWT).
- Necessary infrastructure (servers, databases) will be available and configured.
- Stakeholders will provide timely feedback and approvals.
- Access to relevant third-party APIs (if applicable) will be granted.

#### 7. Project Constraints:

- Budget: \$50,000
- Timeframe: 6 months
- Technology Stack: React, TypeScript, Node.js, Express, PostgreSQL, JWT

#### 8. Project Risks:

- Potential delays due to unforeseen technical challenges.
- Insufficient resources (human or technical).
- Changes in project scope or requirements.
- Security vulnerabilities.

#### 9. Project Approvals:

Name	Title	Signature	Date
[Project Sponsor Name]	[Project Sponsor Title]		
[Project Manager Name]	[Project Manager Title]		

#### 10. Project Manager: [Name and Title]

#### 11. Project Start Date: [Date]

#### 12. Project End Date: [Date]

This Project Charter serves as a formal authorization to begin the Task Management System project. Any significant changes to the project scope, budget, or timeline will require a formal amendment to this charter.