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| **Project Title:** On-Call Assistant | |
| **Start Date:** 01/23/2014 | **End Date:** 05/15/2014 |
| **Project Manager:** Michael Harris | |
| **Project Sponsor:** Commerce Bank | |
| **Customer:** Paul Perry | |
| **Users:** Paul Perry | |
| **Stakeholders and Expectations:**  Team: Have a clear set of goals for constructing the requested software.  Professor Burris: Have a respectable application to show to Commerce Bank  Commerce Bank: Receive a scheduling application that eases their workflow and improves upon their current scheduling system. | |
| **Purpose (Problem or opportunity addressed by the project)**:  The customer will have the ability to quickly generate on-call schedules for upcoming months, maintain employee data, and re-create schedules with new information if necessary. | |
| **Goals and Objectives**: The primary goal of this project is to provide a scheduling solution that is faster than the current system in place at Commerce Bank while remaining equitable for employees.   * Maintainable without code changes * UI allows for use without technical knowledge * Produce documents easy for team members to understand | |
| **Schedule Information (Major milestones and deliverables)**:   * 30 January 2014: First half of charter complete * 2 February 2014: Gather requirements * 6 February 2014: Second half of charter completed * 13 February 2014: Project requirements completed, product backlog created with use cases * 18 February 2014: Technical Prototype complete * 20 February 2014: Requirements document baselined * 23 February 2014: First iteration begins with a focus on data and user interface * 6 March 2014: Project plan complete * 9 March 2014: Iteration 2 begins, status report * 11 March 2014: Customer approved user interface due * 20 March 2014: Demonstration of features * 30 March 2014: Iteration 3 begins * 1 April 2014: Architecture documentation baselined * 13 April 2014: Iteration 4 begins * 17 April 2014: Project inspection * 22 April 2014: Usability testing * 27 April 2014: Iteration 5 begins with focus on user experience * 29 April 2014: User guide and system documentation complete * 4 May 2014: Code freeze, only bug fixes permitted | |
| **Financial Information (Cost estimate and budget information)**:  6 group members, expected average of 5 hours per week for 14 weeks of work: 420 hours | |
| **Project Priorities and degrees of freedom:** All dates are fixed based on the class schedule. Hours worked are flexible, but at the discretion of the team based on available time. The highest priority for the project is developing an equitable scheduling algorithm for the employees that can create an exportable schedule. | |
| **Approach:** An iterative and incremental approach is planned for this project using Agile and Scrum techniques. The first iteration will focus on the core scheduling mechanism and the database behind it. Future iterations will focus on usability and eventually stretch goals. | |
| **Constraints**: The customer must approve the user interface, and the program must be able to export a useful, read-only version of the schedule in a format the customer approves of. Visual Studio is the required IDE. | |
| **Assumptions**: The customer is the only user of the application and the application will not be exposed to the internet. | |
| **Success Criteria**: The project will be considered a success if (1) the team is able to deliver a fully functional application that meets all the stated goals above by the given deadline, and (2) 80% of the team would be willing to cooperate on another project. | |
| **Scope**: The software must (1) create an equitable schedule for employees at the click of a button, (2) account for past shifts and holidays, (3) store data about the employees that is maintainable by the customer. | |
| **Risks and obstacles to success**: Collectively, the team has little experience with C# and with the ASP.NET family of technologies. It will be difficult for the team to estimate the difficulty of implementing features. | |
| **Signatures**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Project Manager**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Project Sponsor**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Customer**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Technical Lead** | |