Capstone I Courthouse Project Charter

Project Name: Courthouse

Brief Summation: A repository of courthouses across the nation.
Date: February 22, 2021
Project Team Members: Mueez Ramzan mxramzan@ualr.edu , Roger House rchouse@ualr.edu , Jaylon Jones jljones23@ualr.edu
Charter Group: University of Arkansas at Little Rock, Capstone I Course.

Overview of Project

This capstone involves the listing and display of information pertaining to the various courthouses across the United States of America. Our client Mr. Jerry Fager has provided details along with visual depictions of the courthouses including a brief summary of its location, services and noteworthy attributes. Mr. Fager would like this capstone team to build a website that categorizes and displays the various courthouses and their pertinent information. He would also like the ability to easily expand and update the website as he sees fit.

Objective

What we hope to achieve is to design and create a functional website that will allow all of the images, information and resources available to search, expand or observe for all persons seeking information for research, travel or enthusiasts. The mission critical goal is to ensure the client is pleased with the layout and that the site has functionality and the client has full control over site administration.

Mission Critical Goals

To ensure that accurate information and depictions of the courthouse(s) are displayed with relevant information and that the site meets the functional and aesthetic looks requested by our client.

Outside of Scope

The proposed website will not keep information pertaining to the courthouse such as hours of operation, construction status, upgrades, downgrades, staffing or services updated in real time. That information will need to be maintained by the individual courthouses via their own websites.

Audience

Governmental Researchers, Travelers, Local courthouse Service Seekers, State operations/landmark enthusiasts.

Deliverables

Requirements Analysis: We plan to discuss with our client his/her needs for the website to accomplish the functionality and navigational ease that results from a comfortable site browsing experience.

Our team will deliver an analysis/design document which is required at the end of Capstone I.

This will include suggestions for a website, streamlining and organization but may also include writing/providing actual lines of coding that accomplishes the aforementioned task, the end result being a **fully functioning website** along with any needed **training** i.e. a **site administration guide, documentation and presentation.** (Due at the end of Capstone II)

Deliverables Schedule

The deliverables of this project will in large part be determined by the project mentors and the capstone I project.

The capstone I project team will adhere to the schedule set out by the project mentors although permission has been granted to proceed past the project deliverables schedule if we are capable.

We have included below a Project Schedule with anticipated months and dates for each phase of the project:

March 14-19 Develop Project Charter and Submit to client.
March 22-26 Project Intermission
March 29-April 2 Client Meetings to Discuss Project.
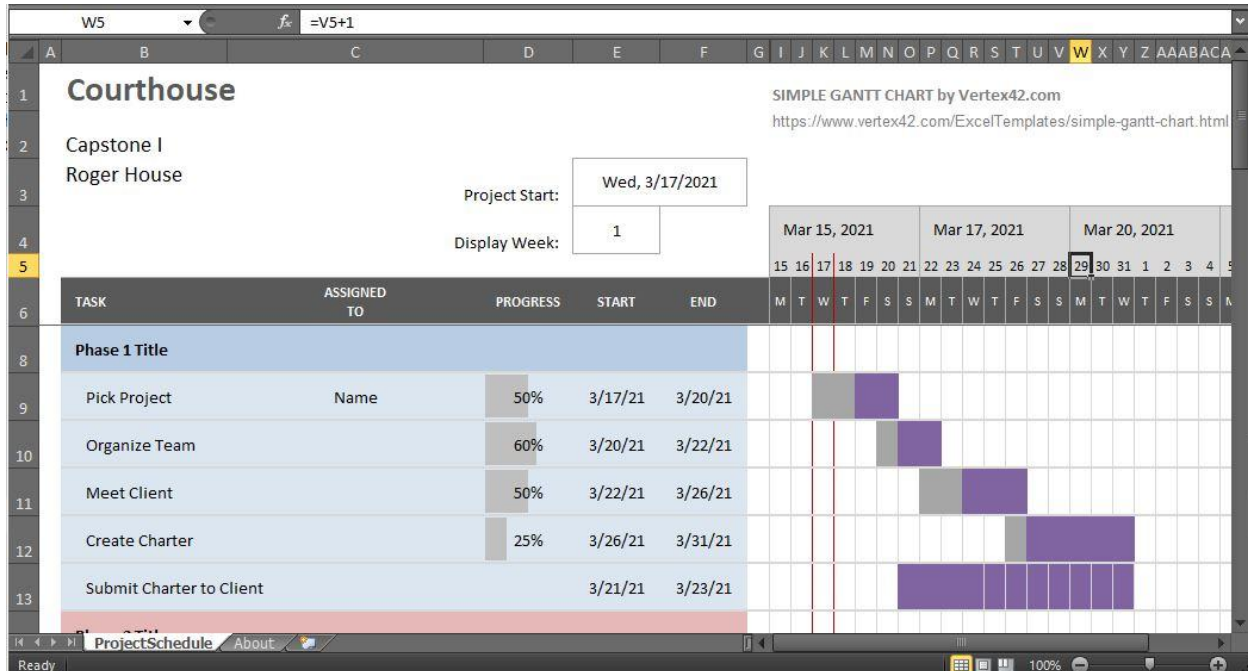April 5-9 Develop system design and analysis.
April 12-16 Complete System Design and Analysis Document.
April 26-30 Research and Discuss Web Platform and Website Hosting.
May 3-7 Begin Development on Website Interface.

Also be sure to include dates for the entire project (i.e., if you anticipate finishing this project over the summer, identify an August end date, if you anticipate finishing this project in the Fall, adjust the dates accordingly.

If you are not able to embed the entire project timeline, see if there is a way to provide a link so that your client can see the entire project timeline.

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Courthouse

SIMPLE GANTT CHART by Vertex42.com
https://www.vertex42.com/ExcelTemplates/simple-gantt-chart.html

Capstone I
Roger House

Project Start: Wed, 3/17/2021

Display Week: 1

TASK	ASSIGNED TO	PROGRESS	START	END
Phase 1 Title				
Pick Project	Name	50%	3/17/21	3/20/21
Organize Team		60%	3/20/21	3/22/21
Meet Client		50%	3/22/21	3/26/21
Create Charter		25%	3/26/21	3/31/21
Submit Charter to Client			3/21/21	3/23/21

ProjectSchedule | About

Ready

Project Resources Contacts
Roger House rchouse@ualr.edu
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Dr. Elizabeth Pierce expierce@ualr.edu
Mr. Bruce Bauer blbauer@ualr.edu

Project Client(s)
Creator/Client:
Mr. Jerry Fager, Email: jdfager@yahoo.com, Phone: 210-885-2725 (cell)

Project Mentors:
Dr. Elizabeth Pierce, Professor Bruce Bauer

Project Hours:
Estimates: This project will require that each team member will dedicate 5-12 hours weekly to the completion of this project.

Required Resources:
Software for corresponding and project management, Web Site Hosting Guidance, Web Content Management platform, access to the internet, school resources. It should also be noted

that Mr. Fager has purchased a domain and can supply the team with the images and information on each courthouse.

Team Meeting Schedule:

We have determined that team members in addition to the course periods on Mondays and Wednesdays will meet weekly and/or as needed to discuss mission progress and deliverables. The date and times of our meeting are to be determined by team members availability.

Client Meeting Schedule

We have current plans to touch base with our client weekly to update them on how the project is progressing and to familiarize them with the details or operations that he will need to perform maintenance or accomplish tasks on or related to the project.

Client Meeting Preference

Our client is amenable to many forms of communication e.g. email, phone calls or face-to-face meetings. We have ascertained that the most common and convenient method of communication will be through email.

Risk Assessment

Because this project involves data and pictures it is important to establish a risk assessment of potential losses or unavailability of sources. Determinations are as follows:

Risk of data loss: Low (Client has backups of all data and we will be working with a copy)
Availability of Data: Low (All team members have access to local copies of data)
Restriction/take-down notices for content: Low (Client has express permission to use images)
Content or Copyright Infringements: Low (All data and content is of public record)
Malicious Actor Risk: Low (This site content is not likely to attract malicious actors)

Assumptions: All of the data and content for the project will be provided to the project team by the client and the project team will implement the proposed objectives. The data provided will not be of a sensitive nature therefore no chain of custody or overt security protocols will be necessary.
Constraints: Our client does have an active schedule and travels for several days at a time may not be available to receive a weekly report on occasion. In this matter we will submit a report via email or a phone call is warranty contact the client within his next available window.
Dependencies: Our client has provided us with content that is a common and open source form. There is no proprietary software required to read/write or otherwise disburse the information.Though our client will ultimately choose the platform on which to build the website we have been granted permission to make recommendations for the platform based on the pros and cons.