

# PROJECT CHARTER FOR WHATSAPP MESSAGE AUTOMATION

**Project Manager/Sponsor : Piyush Agrawal , 7543040562 , [Piyush31009@gmail.com](mailto:Piyush31009@gmail.com)**

## **Description:**

The purpose of this project is to automate the process of sending the whatsapp message to a predefined list of contacts or groups at the given time frame or instantly. The automation will be achieved by using python programming language and a gui application "Tkinter" a module of python. This project will involve in designing and developing a script that can be run on a window to send the messages.

## **Project Objectives:**

- .To develop a whatsapp messages automation scripts that meets the functional requirements specified in the project scope management.

- .Complete the project within the given time frame and the budget.

- . By ensuring that the script is user-friendly and meets the needs of the end user and provide the documentations and training materials to assist the users in using scripts.

By achieving these objective, the project team will be able to deliver a functional whatsapp message automation script that meets the needs of the stakeholders, which is delivered within the allocated budget and schedule and supported by adequate documentation and training materials.

## **Project Scope:**

The whatsapp message automation script will be designed, developed and deployed on the server. The following features will be included by the scripts:

- . Ability to send messages to a predefined list of contacts.
- . Customizable message templates that can be edited before the sending.
- . Scheduling functionality to send messages at a specific time.

The project team will be responsible for designing the scripts coding the applications and testing the scripts to ensure that it meets the functional requirements.

## **Project Deliverable:**

- . A functional whatsapp message automation script that meets the requirements specified in the project scope statement: this deliverable represents the core output of the project and is the primary product that project team is expected to deliver.

- . Documentation that provides the details on the design, development and testing of the script
- . Training materials that can be used to train end users on how to use the script.

Overall the project deliverable should be high quality, meet the expectations of the stakeholders and be delivered within the timeline and budget allocated for the project.

## **Project Timeline:**

Project planning and design: 2 weeks

During this phase, the project team will gather requirements, define the scope of the project and develop the project plan. This will involve identifying the key stakeholders, determining the project objectives, and developing a detailed project schedule and budget.

Script development: 4 weeks

During this phase, the project team will develop the whatsapp message automation script, incorporating all the necessary features and functionality. This will involve designing the user interface.

Testing and quality assurance: 2 weeks

During this phase the project team will test the scripts to ensure that it meets the functional requirements specified in the project scope.

Deployment and training: 1 week

During this phase, the project team will deploy the script and provide training to end users on how to use the script effectively.

#### **Project Budgets:**

The project budget for the whatsapp message automation project is according to the completion of the project. It is important to regularly monitor and track the actual cost against the budgeted costs throughout the project to ensure that the project remains on track and within the allocated budget. The project cost will cover personal costs, hardware and software costs.

#### **Project risks:**

From the whatsapp messages automation project, the following risks has been identified:

- . Technical issue is integrating with the whatsapp api.
- . Budegt overruns due to unforeseen expenses.

The project team will be developing the risk mitigation strategies to address these risks and ensure the successful completion of the project.

#### **Team role and responsibility:**

The success of project depends largely on the roles aand responsibilites of the team member and each member should have a clear understanding of their role and responsibilities. Below are the role and responsibilities of project:

. Project manager: The project manager will be responsible for the overall management of the project . developing and maintaining, communicating with stakeholders, coordinating with team member and ensuring the task , tracking and identifying the project are the responsibility for the project manager .

. Developer: The developer will be responsible for the design , development and testing of the whatsapp message automation script. The responsibility of this role are:

- . Designing user interface and developing the code.
- . Integrating with Whatsapp Api
- . Testing Scripts and ensuring that the scripts is user friendly and meets the needs of the end users.
- . Providing documentation and training materials.

. Quality Assurance Tester: It will be responsible for testing the script and ensuring that it meets the required quality standards. The key responsibility of this role are:

- . Identifying and reporting bugs, error and performance issues.
- . Ensuring that the script is compatible with different os and devices.
- . Providing feedbacks to developer to improve the functionality.

. Trainer: The trainer will be responsible for providing to the end users on how to use the whatsapp message automation scripts. The responsibility of role included are:

- . Customizing the script for end user.
- . Providing documentation and training materials.
- . Answering user question and providing ongoing support.

#### **Project Approval:**



**Piyush Agrawal**

# PROJECT MANAGEMENT PLAN FOR WHATSAPP MESSAGE AUTOMATION

## Project Goal:

The goal of the project is to automate the process of sending messages on whatsapp using python.

## Project Objectives:

- . Develop a project script to automate the process of sending messages on whatsapp.
- . Ensure the script is reliable and can run on different operating system.
- . Ensure the script can handle different types of messages, including text, images, and videos.
- . Ensure the script can handle different languages and character sets.
- . Provide clear documentation for the scripts installation and usage.

## Project Scope:

The project's scope include the following:

- . Developing the python script to automate the process of sending messages on whatsapp.
- . Testing the script to ensure it meets the project's objectives.
- . Creating documentation for the scripts installation and usage.

## Project Timeline:

- . Week 1-2: Research and planning
- . Week 3-4: Script development
- . Week 5: Testing and debugging
- . Week 6: Documentation creation and finalization

## Project Deliverables:

The project deliverables include the following:

- . Python script to automate the process of sending messages on whatsapp.
- . Documentation for the scripts installation and usage
- . Test report

## Project Resources:

- . Python programming skills
- . Whatsapp account and a mobile phone with whatsapp installed
- . Text editor or integrated development environment(IDE)
- . Project management tool

## Project Risks:

- . Technical difficulties in development process
- . Delays in project timeline
- . Issues with whatsapp API

## Project Communication:

Regular communication with the project team is essential to ensure that the project is progressing as planned. Meeting will be held every week to discuss progress and address any issues that arise.

## Project Budget:

The project budget will include the cost of any resources needed to complete the project, such as software licenses, equipment and personal costs.

**Project Success:**

The following are the project success criteria:

- . The scripts can send messages on whatsapp automatically according to the choice of user.
- . The scripts is reliable and can run in different operating system.
- . The script can handle different types of messages including text, images and videos.
- . The script can handle different languages and character sets.
- . The documentation is clear and easy to understand.

**Quality Assurance:**

Quality assurance is essential to ensure that the project meets its objectives. The project team will follow a defined set of quality standards throughout the development process to ensure that the final product is reliable and meets the project's objectives.

**Change Management:**

Change management is important to ensure that any changes to the project's scope, timeline, or budget are managed effectively. Any changes to the project will be evaluated and approved by the project sponsor before they get implemented.

**Stakeholder management:**

Stakeholder management is important to ensure that all stakeholders are informed about the project progress and any issues that arise. Regular communication with stakeholders including the project sponsor and end users, will be critical to project's success.

**Project Closure:**

Project closure is essential to ensure that the project is completed successfully. The project team will conduct a final review of the project's objectives and deliverables including the script and documentation to ensure that they meet the project's goals. Any outstanding issues will be addresses before the project is closed.

**Lessons Learned:**

From the project, I learned a lesson that the project will be documented to help inform for future projects. The project team will review the projects success and challenges to identify areas for improvement and best practices for future projects.

# SCOPE MANAGEMENT PLAN FOR WHATSAPP MESSAGE AUTOMATION

## Project Objective:

The project objective of project "Automate message automation" send to be automate the sending of the whatsapp messages to a predefined set of conducts art a specified time. It is to provide an automated solution that can save time and effort for the users who need to send the repetitive messages to a group of contacts. By automating tis task, the script aims is to simplify the process of sending the whatsapp messages and reduce the risk of the human error.

## Scope:

The scope of the project is limited to automating the sending of the text messages only. It does not include any multimedia or file sharing capabilities. The scripts can send messages to a predefined set of contacts only. It doesn't include the ability to dynamically add or remove the contact from the list. The script allows users to schedule the sending of message at a specific time and designed to work with the whatsapp application installed on a user device.

## Deliverable:

The deliverable of the project would be a python script that can be executed to send the automated messages. It can automate the process of sending the whatsapp messages to a predefined set of contacts at a specific time.

## Timeline:

The timeline of the project is not clearly defined but would be up to the project owner to determine the estimate time required to complete the project. The timeline for using the python script to automate the sending of whatsapp messages will vary depending on the specific requirements and setup the process of each users. There are no direct costs associayed with using the scripts.

## Budget:

As this appear to be a personal project there is no defined budget for the project. The project does not require any significant financial investment beyond the cost of using the necessary infrastructure to run the python script

## Risks:

The risk associated with the project could include potential violations of the whatsapp's term of services or spamming policies, which could result in account suspension or legal consequences. It is important to review and comply with the whatsapp's policies when using the script.

Overall, the scope of the project appears to be fairly straightforward with a clear objective and limited deliverable. However , it is important to consider any potential risks or limitations associated with using the script.

**REQUIREMENT TRACEABILITY MATRIX  
FOR  
WHATSAPP MESSAGE AUTOMATION**

<b>Requirement ID</b>	<b>Requirement Description</b>	<b>Deliverable</b>	<b>Status</b>
RQ1	The Python script must be able to send WhatsApp messages to a pre-defined set of contacts.	Completed Python script for sending text messages to WhatsApp contacts	Done
RQ2	The Python script must be able to schedule the sending of WhatsApp messages at a specific time.	Completed Python script for scheduling the sending of WhatsApp messages	Done
RQ3	The Python script must be able to handle errors or exceptions gracefully.	Improved error handling or user input validation in the Python script	Done
RQ4	The Python script must be easy to configure and use for non-technical users.	Clear and detailed instructions for setting up and using the script	Done
RQ5	The Python script must be compatible with the latest version of the WhatsApp API.	Compatibility testing with the latest version of the WhatsApp API	Done
RQ6	The Python script must be able to support different types of WhatsApp messages, such as multimedia messages or voice notes.	Additional features to support multimedia messages or other types of WhatsApp messages	-
RQ7	Send whatsapp message to the multiple receipt at once	Completed python script for sending the messages to multiple recipients	Done
RQ8	Provide an option to send whatsapp message to new contacts not already defined	Functionality to add new contacts to script during runtime	-
RQ9	Provide an option to delete or update existing contact	Functionality to delete or update the existing contacts during runtime	-
RC10	Support sending whatsapp messages in different languages	Additional features to support sending messages in multiple languages.	-
RC11	Provide clear and detailed documentation on how to use and configure the script	Comprehensive documentation on how to use and configure the script	-