Project Charter

Project	*AIBolit*		
Created By	*Diyat*	**Date**	*17.09.2024*
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Mission	***AIBolit*** *– AI-based Illness Diagnostic and Instruction Tool website.* *The purpose of the AIBolit project is to develop an AI-driven platform that assists users in identifying potential illnesses based on symptoms and provides actionable instructions for treatment or further diagnosis.*
Objectives	*SMART Objective for AIBolit:* *Website based on AI model with at least 95% accuracy in predicting illnesses based on user-reported symptoms, to be completed within 6 months.*
Deliverables	*Fully managed AIBolit website* *Report* *Backlog Management* *User Research* *Training*

Stakeholders	*Project Sponsor: Margulan Seisenbay* *Phone number: 8 777 777 77 77* *Email: margo@gmail.com* *Diyat Tanatar - Project Manager* *Phone number: 8 776 778 89 46* *Email: 210103461@stu.sdu.edu.kz* *Team members:* *Sabyrzhan Rustembekov - Backend developer* *Phone number: 8 771 654 12 90* *Email: 210103157@stu.sdu.edu.kz* *Yelzhas Kudaibergen - Frontend developer* *Phone number: 8 777 099 00 31* *Email: 210103438@stu.sdu.edu.kz* *Agabek Nurdaulet - UI/UX designer* *Phone number: 8 776 200 29 92* *Email: 210103040@stu.sdu.edu.kz* *Kamoliddin Mamirov - QA Testing* *Phone number: 8 707 203 26 40* *Email: 210103257@stu.sdu.edu.kz* *Others: client, supplier*
Roles and Responsibilities	*Diyat Tanatar – Project Manager* *I lead the project, keep the team organized, and ensure everything stays on track.* *Sabyrzhan Rustembekov – Backend Developer* *He handles the behind-the-scenes tech, ensuring the AI and data work properly.* *Yelzhas Kudaibergen – Frontend Developer* *He builds the part of the app users interact with, making it user-friendly and responsive.* *Agabek Nurdaulet – UI/UX Designer* *He designs how the app looks and feels, ensuring it's easy and pleasant to use.* *Kamoliddin Mamirov – QA Tester* *He tests the app for any bugs or issues to ensure it works smoothly and securely.*

High-Level Work Breakdown Structure	***Initiation phase:*** *Define Project Purpose and Objectives* *Develop Project Charter* *Identify Key Stakeholders* *Define Scope* *Conduct a Feasibility Study* ***Planning phase:*** *Refine Scope and Requirements* *Create Project Schedule* *Develop Work Breakdown Structure(WBS)* *Resource Planning* *Budget Development* *Establish Communication plan* *Risk Management Planning* ***Execution phase:*** *Task Assignments* *Develop AI Model* *Database Integration* *UI/UX Design and Development* *Quality Assurance (QA) and Testing* *Risk Monitoring* *Progress Tracking and Reporting* *Stakeholder and Client Reviews* *Resource Management* ***Monitoring & Controlling phase:*** *Performance Monitoring and Reporting* *Schedule Control* *Quality Control* *Risk Monitoring and Control* *Stakeholder Engagement and Communication* ***Closure phase:*** *Finalize Deliverables* *Deploy the project and logout* *Testing finally* *Lesson learned* *Celebrate Project Success*
Assumptions	• *Users will have access to the internet.* • *The AI model will be continuously updated to maintain accuracy.*

Communications

Internal Communication:

Discord *for quick, informal communication between team members.*
Jira *for task tracking, progress updates, and issue management.*
Email: *For formal communication, especially with stakeholders or for sharing detailed documents.*
Google Docs *for creating and storing project documents, requirements, and meeting notes.*

External Communication:

Social media*, website, email newsletters, and a dedicated help desk for feedback and support once the platform is launched.*

Team Meeting Frequency:
Weekly Full Team Meeting: *A regular weekly meeting to discuss overall project status, highlight blockers, and ensure progress.*

Daily Stand-ups (using Jira): *Short, 10-15 minute daily meetings to quickly update on what was done, what will be done, and any roadblocks.*

Monthly Stakeholder Meetings: *A detailed monthly meeting with stakeholders to present project progress, discuss risks, and receive feedback.*

Risks

- *The AI might not always get the diagnosis right, which could lead users to trust inaccurate results.*
- *Users might think AIBolit gives official medical advice, leading them to delay seeing a doctor, or the app could face legal issues for offering health advice without a licensed doctor.*
- *Since users will share personal health information, there's a risk that data could be exposed or stolen.*
- *The AI might show biases in diagnosis based on things like age, gender, or ethnicity if the data it's trained on isn't inclusive enough.*
- *Unexpected technical problems or server outages could make the app unavailable, frustrating users.*
- *Some users might rely too much on AIBolit and avoid going to a doctor, even when their condition is serious.*

Documentation	*All **AIBolit project documentation** will be stored in a centralized and secure **cloud-based repository (GITHUB)**. This ensures that the documentation is easily accessible to all authorized team members, stakeholders, and any other relevant parties.* *Doc kept by PM, S., Head, overall centrally.*
Boundaries	*Included: web app, a platform that diagnoses the disease only with the help of artificial intelligence, the tool will focus on user-reported symptoms only* *Excluded: mobile app, the tool excludes inputs like genetic data, images or lab results*
Decision Making Process	***AI model selection and integration:*** ● *Key persons: Developers, medical consultants* ● *Process: review and evaluate accuracy of different pre-trained models* ● *Decision: final AI model selection and integration strategy* ***Requirements review and prioritization:*** ● *Key persons: Project manager, developers* ● *Process: regularly review project requirements* ● *Decision: Prioritize model adaptation tasks and timeline adjustments* ***Progress Assessment:*** ● *Key persons: Project manager, team lead, stakeholders* ● *Process: Hold weekly meetings with stakeholders to monitor progress* ● *Decision: timeline adjustments, prioritization of feature, resource reallocation*
Signatures	***Team members:*** *Sabyrzhan Rustembekov, Agabek Nurdaulet, Diyat Tanatar, Kamaliddin Mamirov, Yelzhas Kudaibergenov.*