Project Charter for visitthemoose.com

# Project Overview

The primary purpose of this project will be to develop a website for the residents and visitors of Moose Hide Landing to have a central location to access all of the amenities that the town has to offer. The previous website was a bland informational newsletter-style page that left the visitors with almost no more knowledge about the town than they had prior to visiting the site.

The Mayor of Moose Hide Landing would like the website to bring the town into the next century and transform it into a modern, family-friendly getaway that anyone would want to visit *again* and reside in. It will make navigating the town *and* the website as easy as living in Moose Hide itself.

# Objectives

When the site is finished:

* Users will be able to view city government information in a concise and clear format
* Users will have city profiles to conveniently use across all city amenities
* Users will be able to view availability and reserve improved transportation services
* Users will be able to view availability and reserve recreational facilities
* Users will be able to view city sustainability efforts
* Users will be able to view local emerging job opportunities
* City departments will have an e-commerce platform for payments

# Key Stakeholders

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| **Stakeholder Name (or Role Name)** | **Impact / Role in the Project** |
| Moose Hide Landing Government | The Mayor will serve as the Product Owner and as the owner, will have the biggest impact on the direction of the development of the site |
| Alset E-mobiles | Alset will benefit by being the sole provider of the electric vehicles that will replace the bus transit system. Their limitations will help guide the impact. |
| RideVeo | RideVeo will be the provider of electric scooters and bikes and will integrate with the transit application. |
| Citizens | Town people who volunteer will be using the site/services will provide feedback during beta testing. |

# Project Team

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| Project Manager |  |
|  | Vidya |
| Scrum Master |  |
|  | Matthew Templeton |
| Web Design |  |
|  | Dilasha – Senior Web Developer |
|  | Siri- Web Developer |
| Development Team |  |
|  | Matthew Templeton-Sr. Developer |
|  | Scott Eby- Jr. Developer |

Project Risks

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| The project may be at risk of delay due to:   * Asana Premium access for project tracker tool – moving to new software * Testing delays due to Covid-19 protocol * Acquiring a public web server capable of running the site within a reasonable cost * Working with vendors on integrating services into one application * Back-end Database integration with existing population data or legacy systems * Learning new development processes for payment protocols/compliance |

# Key Assumptions

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| * Matt has knowledge and experience in development and project management and will be able to drive the construction of the product * Siri, Vidya, and Dilasha have an extensive variety of web design and project experience * Scott has IT management experience for running a web server, but budget limitations on hardware availability * Product Payment transactions will not go live but test transactions will be made available for integration with a payment processor * Cross Training between roles will help with unexpected obstacles |

# Project Scope

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| The site will provide the following functionality:   * Allow users to register so they can use all the city services and amenities * Allow anonymous access to informational sections of the site * Allow users to view and reserve recreation properties * Allow users to view and reserve technical transportation such as electric cars or bicycles * Allow users to pay and confirm reservation services * Allow users to view job opportunities within cities and company partners * Allow city administrators to view payments and refund disputes quickly * The site will have dedicated pages for each city feature branching from a primary web location   The following features are out of scope for the initial release   * The application will not have a mobile app * The application will not have integration with social media platforms or reviews * The application will not connect to 3rd party payment processors |

# Release Plan

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| **Release 1** – domain site created; site is accessible and will have a single introductory page  **Release 2** – basic user functionality, anonymous access, information pages, user registration.  **Release 3** –time sensitive functionality for calendar reservations appearance with design  **Release 4** – backend data base for time reservations functionality, booking systems  **Release 5** – dummy payment transaction capability, confirmation responses  **Release 6** – final testing all functional page links and live launch |

# Initial Timeline

**Provide an overview of the project.**

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| **Week 1-3:** Project Initiation (requirements gathering, planning, estimations)  **Week 4/Day 1 :** Finalize Feature Decisions and Documentation – begin framework development  **Week 4-5**: Development of information text, design, number of pages – basic profiles- timing objects  Week 6: Create backend custom database connections and map reservation systems functionality  **Week 7:** Connect functional objects for testing and integration  **Week 8-9:** Fix bugs if any, finalize look, test access and security  **Week 10:** Deploy to cloud server, test component connections, release live |