**PROJECT CHARTER DRAFT Status: PENDING**

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| **GENERAL PROJECT INFORMATION** | |  |  |  |
| **COMPANY NAME** | Air Quality Analytics |  |  |  |
| **PROJECT NAME** | Global Air Pollution Studies | |  | | --- | |  | |  | **IMPORTANT REMINDER**  Fill in this document to the best of your abilities. This is your project, so you can make things up! |
| **PROJECT SPONSOR** | Alyson Downs (CVTC Instructor) |  |  |  |
| **PROJECT MANAGER** | Alexis Short |  |  |  |
| **EMAIL ADDRESS** | Ashort2@student.cvtc.edu |  |  |  |
| **PHONE NUMBER** | (715)-111-1112 |  |  |  |
| **EXPECTED START DATE** | 3/31/25 |  |  |  |
| **EXPECTED COMPLETION DATE** | 5/23/25 |  |  |  |
| **DESCRIBE THE PROBLEM OR ISSUE, GOALS, OBJECTIVES, AND DELIVERABLES OF THIS PROJECT** | | | | |
| **PROBLEM OR ISSUE** | Air pollution is a growing global concern, impacting public health, environmental stability, and climate change. Despite the availability of air quality data from various sources the data is often lacking context to aid in decision making. There needs to be a reliable and accurate analysis of air pollution data to help guide actions to improve the quality of the air. | | | |
| **PURPOSE OF PROJECT** | The purpose of this of this project is to develop a working database to consolidate air pollution data and using that data to create an executive dashboard. | | | |
| **PRIMARY OBJECTIVES** | Build a databse with 4-6 tables  Create an ERD  Extract, transform, and load data  Populate database  Build reports  Build dashboard | | | |
| **GOALS / METRICS** | Enable trend analysis by pollutant and country  Ensure the database is fully normalized  Produce 2 PowerBI reports  Produce 1 PowerBI executive dashboard | | | |
| **EXPECTED DELIVERABLES** | By the end of this project I should have a fully functional database with 4-6 normalized tables and be able to build whatever reports and dashboards are requested. | | | |
| **DEFINE THE PROJECT SCOPE AND SCHEDULE** | |  |  |  |
| **WITHIN SCOPE** | Designing a relational database and creating interactive reports and dashboards | | | |
| **OUTSIDE OF SCOPE** | Projecting future values of the dataset, collecting data | | | |
| **TENTATIVE SCHEDULE** | **KEY MILESTONE** | **START** |  | **COMPLETE** |
|  | Decide Project Topic / Preliminary Review of Data / Set Scope | 3/31/25 |  | 4/6/25 |
|  | Define Database / Create ERD | 4/7/25 |  | 4/19/25 |
|  | ETL Phase | 4/20/25 |  | 4/27/25 |
|  | Populate Database | 4/28/25 |  | 5/4/25 |
|  | Report Phase | 5/5/25 |  | 5/11/25 |
|  | Dashboard Phase | 5/12/25 |  | 5/18/25 |
|  |  |  |  |  |
| **DEFINE THE PROJECT RESOURCES AND COSTS** | |  |  |  |
| **PROJECT TEAM** | Me, Myself, and I | | | |
| **SUPPORT RESOURCES** | IT Data Analytics Instructors, course materials, Kaggle, Youtube | | | |
| **SPECIAL NEEDS** | Power BI, SQLite, class reading material | | | |
|  |  |  |  |  |
| **DEFINE THE PROJECT BENEFITS AND CUSTOMERS** | | | | |
| **PROCESS OWNER** | Alexis Short | | | |
| **KEY STAKEHOLDERS** | Alyson Downs, future employers | | | |
| **EXPECTED BENEFITS** | Have a ready to use example of the skills I’ve learned throughout this program to show potential employers. | | | |
| **DESCRIBE PROJECT RISKS, CONSTRAINTS, AND ASSUMPTIONS** | |  |  |  |
| **RISKS** | Misinterpreting the data and producing incorrect results  The data will be difficult to transform | | | |
| **CONSTRAINTS** | 8 week timeline  Have to use data that is already available and set up by other people | | | |
| **ASSUMPTIONS** | I will have access to Power BI and SQLite  There is a lot of readily available data on the topic that I chose | | | |
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| Prepared by: | Alexis Short | Date: |  | 4/6/25 |