**Project’s name: Khmer-English-Chinese- Japanese Translating and Interpretation Website**

**Project Manager: Han Chandeth**

1. **Introduction**

The countries around the world are integrating with each other and language is the bridge for people to communicate with each other. Although English has been chosen as a second language, not many people can understand and communicate well in English; they still use their own languages. Back to our country, Cambodia, at present, only a small part of people can use English and it is even more rare for other languages such as Chinese and Japanese, so we propose a project relating to translating and interpretation. This project is to create a website which play a role as a middleman between translators/interpreters and clients. Our website can provide translating and interpretation service in 6 forms: Khmer-English, Khmer-Chinese, Khmer-Japanese, English-Chinese, English-Japanese, and Chinese-Japanese.

**Objectives:**

* To create more chances for freelancers to get the translating and interpretation job opportunities from clients
* To provide clients an excellent translation and interpretation work which can be used in the formal occasions
* To create a website as a platform for providing and finding translation and interpretation job

1. **Project Initiation**

The first phase of stating the project is project initiation. With this step, there are two main processes: i) Create the Project Charter and ii) Identify the Project Stakeholder.

1. **Create the Project Charter:**

With the respect to this process, it is the process of developing a document that formally authorizes a project and documenting initial requirements that satisfy the stakeholders needs and expectations. And the output of this process is: Project charter which will be shown the below table:

**Project Charter**

* **Project Title**: Khmer-English-Chinese- Japanese Translating and Interpretation Website;

*Starting Date*: 25-10-2022 *Finishing Date*: 25-04-2023

* **Budget Information**: The budget is $5000. The project is fully funded by ABC LEARNING CO.,LTD.
* **Project Manager**: Chandeth Han, (+855) 93402429, [hanchandeth@gmail.com](mailto:hanchandeth@gmail.com)
* **Project objective:** To propose a website platform for providing and finding translation and interpretation job
* **Approach**:

- Define the measurement to measure the website value.

- Assign the channel to communicate with all stakeholder well.

- Assign the certain and clearly requirement with sponsor.

* **Role and Responsibility**

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| --- | --- | --- | --- |
| **Name** | **Responsibility** | **Role** | **Contact** |
| Ms. Chandeth Han | Project Manager | Project Manager | [hanchandeth@gmail.com](mailto:hanchandeth@gmail.com) |
| Mr. KongKea Vutha | Software Vendor | Software Vendor | [kongkea123@gmail.com](mailto:kongkea123@gmail.com)  010 318 421 |
| Mr. Chanvutha Ron | Website Developer | Website Developer | [vutha66@yahood.com](mailto:vutha66@yahood.com)  096 544 333 |
| Mr. Prathna Panim | Tester | Tester | [prathna88@gmail.com](mailto:prathna88@gmail.com)  088 455 6768 |
| Ms. Sokmeng Leang  Ms. Kunthea Heang  Ms. Vichea Voeun  Mr. Sauly Son  Mr. Panha Tak | Translator | Translator | [sokmengleang99@gmail.com](mailto:sokmengleang99@gmail.com)  [kuntheaheang@gmail.com](mailto:kuntheaheang@gmail.com)  [vichea789@gmail.com](mailto:vichea789@gmail.com)  [saulyson666@gmail.com](mailto:saulyson666@gmail.com)  [panha163@gmail.com](mailto:panha163@gmail.com) |
| Ms. Chansreypich Pon  Ms. Seavmey Phong  Mr. Sophea Mil  Mr. Boramey Seng | Interpreter | Interpreter | [Sreypich55@gmail.com](mailto:Sreypich55@gmail.com)  [seavmeyphong246@gmail.com](mailto:seavmeyphong246@gmail.com)  [sopheamil777@gmail.com](mailto:sopheamil777@gmail.com)  [borameyseng135@yahood.com](mailto:borameyseng135@yahood.com) |

1. **Project Stakeholders**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Position** | **Role** | **Contact** |
| Mr. Oudom Kem | CEO of ABC LEARNING CO.,LTD. | Sponsor | oudomkem99@gmail.com |
| Ms. Chandeth Han | Project Manager | Project Manager | [hanchandeth@gmail.com](mailto:hanchandeth@gmail.com) |
| Mr. KongKea Vutha | Software Vendor | Software Vendor | [kongkea123@gmail.com](mailto:kongkea123@gmail.com) |
| Mr. Chanvutha Ron | Website Developer | Website Developer | [vutha66@yahood.com](mailto:vutha66@yahood.com) |
| Mr. Prathna Panim | Tester | Tester | [prathna88@gmail.com](mailto:prathna88@gmail.com) |
| Ms. Sokmeng Leang  Ms. Kunthea Heang  Ms. Vichea Voeun  Mr. Sauly Son  Mr. Panha Tak | Translator | Translator | [sokmengleang99@gmail.com](mailto:sokmengleang99@gmail.com)  [kuntheaheang@gmail.com](mailto:kuntheaheang@gmail.com)  [vichea789@gmail.com](mailto:vichea789@gmail.com)  [saulyson666@gmail.com](mailto:saulyson666@gmail.com)  [panha163@gmail.com](mailto:panha163@gmail.com) |
| Ms. Chansreypich Pon  Ms. Seavmey Phong  Mr. Sophea Mil  Mr. Boramey Seng | Interpreter | Interpreter | [Sreypich55@gmail.com](mailto:Sreypich55@gmail.com)  [seavmeyphong246@gmail.com](mailto:seavmeyphong246@gmail.com)  [sopheamil777@gmail.com](mailto:sopheamil777@gmail.com)  [borameyseng135@yahood.com](mailto:borameyseng135@yahood.com) |

**Key Stakeholders**

|  |  |
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| Clients | Everyone who needs translating and interpretation service |
| Sponsor | ABC LEARNING CO.,LTD |
| Project Manager | Ms. Chandeth Han |

**Project Planning**

* Scope
* Tools

Process of Work

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| Start Date | End Date | Description | Deliverables |
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