# Data Analysis Project Charter

Title: **Conveyor Order Completion Time Analysis**

Date: **March 21, 2022**

Analyst: **Stephanie Holko**

Audience: **Plant Manager**

Preferred Method of Communication: **PowerBI Dashboard**

Problem Statement: **Conveyor Order completion time exceeding target KPI of 90 days**

Main Business Metric: **Order fulfillment time**

Time horizon: One time report

Ongoing - Frequency: Daily Weekly Monthly Annually Other:

Data Sources

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| --- |
| **Conveyor Orders.xls** |
| **Conveyor\_Material\_Flow\_03.csv** |
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|  |

Assumptions

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| --- | --- |
| Assumption | Validation |
| **Order is entered into the system on Start Date** | **Sales team confirmed order entry is the same as Start Date** |
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|  |  |
|  |  |

Note: not all orders are the same in both sources

Recommendations:

1. Obtain complete data for all orders of interest and repeat analysis