**Group Project Charter**

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| **Project name:** | Reminder Application | |
| **Project Purpose:** | To allow groups to organize, coordinate, complete and postpone tasks and events. Should include a calendar where a user can view all tasks or tasks by group, and reporting features by group and individual. Customized sub-groups can be created to manage team tasks. Individuals can set automated reminder preferences by group without revealing contact information to others. Users and group owners can manage subscriptions and memberships to groups. | |
| **Anticipated Completion:** | First week of December 2019 | |
| **Approved Budget:** | Up to 600(8 per person per week) hours + $50 | |
| **Key Participants** | | |
| **Participant** | **Position** | **Primary responsibility** |
| Austin Young | Project Manager | Manage the entire project |
| Shelby Ashmore | API Design and External Services | Research and interface with sms and email services |
| Stephen Harwell | System Administrator/Devops | Lead in infrastructure and providing an efficient workflow |
| Dhiraj Thing Lama | Database Manager/Information systems | Lead in analysis, design, and Implementing the database |
| Josena Thomas | Chief Information Officer/ UI designer | Become the domain expert and advise group on available technologies, features, and customer needs |
| All | Application Developer | Develop the application code |