# Project Charter

Prepared by: Ngo Nguyen – Alessandro Ferro – Gonzalo Soto Canales

Date issued: 08/03/2019

Project name: SRV – Student Results View

##### Project Scope

#### Project Background

The current system for viewing a given student’s progress through any qualification he or she has enrolled in is the TAFESA website.

Issues have been identified with the inefficiencies that the TAFESA website has when being used to retrieve information based on a given student’s enrolment.

The client (Dale Van Heer) has specified that the solution must include Login functionalities, the ability to view any given student’s qualification progress, a list of competencies related to the qualification being studied and their completion status.

The SRV solution must also include the ability to process a parchment request by a student and generate a competency checklist for a lecturer upon a student achieving a passing grade on all required competencies for his or her qualification.

#### Project Goals & Objective

**Goal #1: Allow the students from TAFESA to efficiently keep track of theirs progress through a qualification**

|  |  |
| --- | --- |
| Objective 1.1 | To produce an intuitive and modern UI. |
| Objective 1.2 | To concisely and accurately summarize a student’s progress through any given qualification. |
| Objective 1.3 | To help facilitate the process of enrolling a student. |

**Goal #2: Allow the lecturers from TAFESA to efficiently keep track of their students’ progress through a qualification**

|  |  |
| --- | --- |
| Objective 2.1 | To facilitate checking a student’s eligibility for a parchment |
| Objective 2.2 | To concisely and accurately summarize a student’s progress through any given qualification. |
| Objective 3.3 | To help facilitate the process of enrolling a student. |

**Goal #3: To produce a viable product for Dale**

|  |  |
| --- | --- |
| Objective 3.1 | To provide a solution that can interact with TAFESA databases. |
| Objective 3.2 | To deliver the product on budget and on time. |
| Objective 3.3 | To maintain a satisfactory standard of communication. |
| Objective 3.4 | To be as transparent as possible during the development of the product. |
| Objective 3.5 | To make an expansible product that can be modularized. |

#### Project Business Case

At this current state, the method used by the system to outline a student’s progress is insufficient to provide enrolment details in an intuitive manner. Student enrolment at TAFE is managed in most part by the lecturer who has to be trained to use proprietary tools for satisfactorily enrolling a given student into their given training plan. This method is too inefficient and too cryptic for students trying to enroll into TAFE which will deter potential students from the enrolment process.

With the SRV implementation all the information required by students and lecturers will become easily available from a single source, thus saving time and simplifying the process for keeping track of a student’s progress through his/her qualification.

The proposed implementation should also include the ability for a student to request his/her parchment upon completion of the qualification.

#### Assumptions

Database has 99.9% uptime.

Database is 100% accurate.

The SRV project does integrate perfectly with the larger TAFE-Buddy System.

No data-entry is required, but it could be implemented in future versions.

The project focus on a single qualification (Cert IV Programming) but implement the possibility to list more.

#### Methodology / Approach

Declare from the outset the methodology approach that will be used to develop the product / service and remove this text.

The product will be developed according to the guidelines of the agile methodology. Once completed the basic documentation required and the bare bones structure of the project is clarified to all the parts involved, the focus will shift as soon as possible to the production.

The client will be involved in the process from the get-go and will be kept involved through frequent (possibly weekly) meetings to showcase the progress and get his/her feedback.

This way it will be possible to assure that in each phase of the development, the product will fulfill the client’s expectations without exceeding the scope identified by the development team, until the product will be deemed complete and ready to be handed to the client.

#### Team Structure

Identify the team structure and major roles and responsibilities and remove this text.

|  |  |  |
| --- | --- | --- |
| Name | Role | Responsibility |
| Ngo Nguyen | Developer – Team Leader | * Team Lead * Documents revision * Writing documentation * Coding * Liaising with the client * UI Design |
| Alessandro Ferro | Developer | * Writing documentation * Coding * Liaising with the client * Prototyping |
| Gonzalo Soto | Developer | * Code revision * Testing * Writing documentation * Coding * Liaising with the client * Extra Implementations Lead |

#### Reporting Requirements

Establish when reports / updates are due and remove this text

|  |  |
| --- | --- |
| **Report** | **Date** |
| Problem Definition | 15/03/2019 |
| Problem Charter | 15/03/2019 |
| System Requirements Specification | 15/03/2019 (First Draft) |
| Use Case Requirements | 22/03/2019 (First Draft) |
| Software Architecture Template | 18/04/2019 |

#### Cost Breakdown

Establish the costs involved in the project with estimation of approximate time frames and remove this text.

I considered approximately 500 $/week (Part -time) for 7 weeks work.

In my opinion 500 is not enough and 7 weeks is too much, but it would allow us to come up with a first functioning version of the product by the end of the term and keep the cost low.

For the office I used a collaboration space close to TAFE that rent office spaces. Check it [here](http://www.businesshuboffices.com.au/office-prices/).

|  |  |  |
| --- | --- | --- |
| **Item** | **Duration** | **Cost ($)** |
| 3 developers | 7 weeks | 10,500$ |
| Office rental | 7 weeks | 910.00$ |

#### Deliverables & Milestones

List the deliverables that you will hand over to the client and remove this text.

|  |  |  |
| --- | --- | --- |
| **Item** | **Deliverable** | **Date** |
| Prototype | XAML prototype | 08/03/2019 |
| Use Case Diagram | UML Diagram | 08/03/2019 |
| Problem Definition | Word Document | 15/03/2019 |
| Project Charter | Word Document | 15/03/2019 |
| RSV – Login (Approval) | Software | 22/03/2019 |
| RSV – Student View (Approval) | Software | 29/03/2019 |
| RSV – Lecturer Selection (Approval) | Software | 12/03/2019 |
| RSV – Lecturer View (Approval) | Software | 18/04/2019 |
| Software Architecture | UML Diagrams | 18/04/2019 |
| User Manual | Word Document | 18/04/2019 |

#### Critical Success Factors

List a set of measurable factors that will make the project a success. These are used at the end of the project to ensure client expectations are met and remove this text.

All the functionalities are implemented and received the client’s approval.

The UI reflects the client specifications and received the client’ approval.

All the deliverables listed above are made available for the client.

Bugs found during testing have been fixed (white box testing success).

The client signed off the project as completed on time and on budget.

#### Scope Statement

We will develop product or service X for a fee of $Y by date Z.

We will develop the SRV (Student Result View) with all the specified functionalities for a fee of 11,410$ by 18/04/2019.

Every extra requirement not specified in the documentation???? If approved, it may result in a delayed delivery and extra fees may occur.

#### Acknowledgement & Approval

|  |  |
| --- | --- |
| **Project Sponsor** | Name:  Signature:  Date: |
| **Project Manager** | Name:  Signature:  Date: |