1. General Information

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| Project Title: | Website Tracking Eminem’s Career | | |
| Brief Project Description: | 5-10 pages highlighting Eminem’s history (1996-current) | | |
| Prepared By: | Tim Johnson | | |
| Date: | 8/21/23 | Version: | 1.0 |

1. Project Objective:

Explain the specific objectives of the project. For example: What value does this project add to the organization? How does this project align with the strategic priorities of the organization? What results are expected? What are the deliverables? What benefits will be realized? What problems will be resolved?

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| The goal of this project is to showcase different career defining moments in Eminem’s history. It will showcase how his style progressed over the last 27 years. It will include a YouTube video for each era, and detail key moments at that point in time. |

#### Assumptions

List and describe the assumptions made in the decision to charter this project. Please note that all assumptions must be validated to ensure that the project stays on schedule and on budget.

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| It is assumed that there is enough content on YouTube and various places on the internet to find relevant content relating to Eminem. It is also assumed that such a project would be interesting for other people. |

#### Project Scope

Describe the scope of the project. The project scope establishes the boundaries of the project. It identifies the limits of the project and defines the deliverables.

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| This website will consist of 5-10 pages. The home page will contain a brief description detailing the point of the project and have a short bio of Eminem with a picture. There will be a persistent header across all pages. The header will include links to different periods in Eminem’s life, as well as a header image which will redirect to the homepage. Each link will consist of a different period in Eminem’s history and have a youtube video containing one of his music videos. |

List any requirements that are specifically excluded from the scope.

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| The description and career details for each page will be excluded from the scope. They will contain ‘lorem ipsum’ instead. If time provides this may change. Actually publishing this will also be excluded due to copyright issues. |

#### Project Milestones

List the major milestones and deliverables of the project.

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| **Milestones** | **Deliverables** | **Date** |
| Working homepage | Home page will be viewable | TBD |
| Home page linking | Links will re-direct to career pages | TBD |
| Working career pages | Each page to contain video and short description | TBD |
| Responsive design | Website will work with various screen sizes. | TBD |
| Project completion | Fully functioning website | TBD |
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1. Impact Statement

List the impact this project may have on existing systems or units.

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| **Potential Impact** | **Systems / Units Impacted** |
| Become a resource for people to find out more about Eminem’s career. | Fans of music |
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1. **Roles and Responsibilities**

Describe the roles and responsibilities of project team members followed by the names and contact information for those filling the roles. The table below gives some generic descriptions. Modify, overwrite, and add to these examples to accurately describe the roles and responsibilities for this project.

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| Sponsor: Provides overall direction on the project. Responsibilities include: approve the project charter and plan; secure resources for the project; confirm the project’s goals and objectives; keep abreast of major project activities; make decisions on escalated issues; and assist in the resolution of roadblocks. | |
| **Name** | **Email / Phone** |
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| Project Manager: Leads in the planning and development of the project; manages the project to scope. Responsibilities include: develop the project plan; identify project deliverables; identify risks and develop risk management plan; direct the project resources (team members); scope control and change management; oversee quality assurance of the project management process; maintain all documentation including the project plan; report and forecast project status; resolve conflicts within the project or between cross-functional teams; ensure that the project’s product meets the business objectives; and communicate project status to stakeholders. | |
| **Name** | **Email / Phone** |
| Tim Johnson | [im1145ks@go.minnstate.edu](mailto:im1145ks@go.minnstate.edu) 651-319-3598 |
|  |  |
| Team Member: Works toward the deliverables of the project. Responsibilities include: understand the work to be completed; complete research, data gathering, analysis, and documentation as outlined in the project plan; inform the project manager of issues, scope changes, and risk and quality concerns; proactively communicate status; and manage expectations. | |
| **Name** | **Email / Phone** |
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| **Customer:** The person or department requesting the deliverable. Responsibilities include: partner with the sponsor or project manager to create the Project Charter; partner with the project manager to manage the project including the timeline, work plan, testing, resources, training, and documentation of procedures; work with the project team to identify the technical approach to be used and the deliverables to be furnished at the completion of the project; provide a clear definition of the business objective; sign-off on project deliverables; take ownership of the developed process and software. | |
| **Name** | **Email / Phone** |
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| **Subject Matter Expert:** Provides expertise on a specific subject. Responsibilities include: maintain up-to-date experience and knowledge on the subject matter; and provide advice on what is critical to the performance of a project task and what is nice-to-know. | |
| **Name** | **Email / Phone** |
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1. Resources

Identify the initial funding, personnel, and other resources committed to this project by the project sponsor.

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| Resource | Constraints |
| Time | December 2023 deadline |
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1. Project Risks

Identify the high-level project risks and the strategies to mitigate them.

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| Risk | Mitigation Strategy |
| Broken youtube links | Use official channels when able |
| Copyright infringement | Use as a project only – don’t publish/deploy |
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1. Success Measurements

Identify metric and target you are trying to achieve as a result of this project. For example, overall cost savings of $50K or reduce processing time by 25 percent.

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| The whole website works. Everything loads efficiently and is aligned correctly/appealing to look at. |

1. Signatures

The signatures of the people below document approval of the formal Project Charter. The project manager is empowered by this charter to proceed with the project as outlined in the charter.

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| **Customer:** |  |  |
| **Name** | **Signature** | **Date** |
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| **Project Sponsors:** |  |  |
| **Name** | **Signature** | **Date** |
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| **Project Manager:** |  |  |
| **Name** | **Signature** | **Date** |
| **Tim Johnson** | **Tim Johnson** | **8/21/23** |
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