# **PROJECT CHARTER**

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| 1. General Project Information | | | | | |
| **Project Name:** | | | **Pound Cake: Developing Technology-enabled web and mobile tools for a true virtual representation of their cosmetics** | | |
| **Executive Sponsors:** | | |  | | |
| 2. Project Team | | | | | |
|  | **Name** | | | **E-mail** | |
| **Project Managers:** | BS Srinath Amruth (Amruth Banagiri) | | | amruth@temple.edu | |
|  | Kuo Lun Chang | | | tue68184@temple.edu | |
| [**Business Analysts:**](mailto:tud46078@temple.edu) | Noah Fulkroad | | | tuf36853@temple.edu | |
|  | Alexander M Dimuzio | | | tuf13664@temple.edu | |
|  | Malik A Donald | | | tuf25837@temple.edu | |
|  | Christopher Kutzler | | | tug10087@temple.edu | |
| 3. Stakeholders *(e.g., those with a significant interest in or who will be significantly affected by this project)* | | | | | |
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| 4. Project Scope Statement | | | | | |
| **Project Purpose / Business Justification** | | | | | |
| To collect prospective customer information and provide a portal that virtually represents the effects of cosmetic for each customer. | | | | | |
| **Objectives** | | | | | |
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| **Deliverables** | | | | | |
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| **Scope** | | | | | |
|  | | | | | |
| **Project Milestones** | | | | | |
| BA’s and PM’s meet for the first time  Project management drafts completed | | | | | |
| **Major Known Risks (including significant Assumptions)** *Identify obstacles that may cause the project to fail.* | | | | | |
| |  |  | | --- | --- | | Risk | Risk Rating (High, Medium, Low) | | Company Shuts down | Low | | SME give little advice & assistance | Medium | | All (2) PMs leave the project | Low | | | | |
| **Constraints** *List* a*ny conditions that may limit the project team’s options with respect to resources, personnel, or schedule (e.g., predetermined budget or project end date, limit on number of staff that may be assigned to the project).* | | | | | |
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| **External Dependencies** *Will project success depend on coordination of efforts between the project team and one or more other individuals or groups? Has everyone involved agreed to this interaction?* | | | | | |
| The project success relies on the stakeholders guiding the team of what they need on their end of the administrative facing web services tools | | | | | |
| 5. Communication Strategy | | | | | |
| * Weekly report meeting with the project team * Communication over text | | | | | |
| 6. Sign-off | | | | | |
|  | | Name | | Signature | Date (MM/DD/YYYY) | |
| Executive Sponsor | |  | |  |  | |
| Project Manager 1 | | BS Srinath Amruth | | BSS Amruth |  | |
| Project Manager 2 | | Kuo Lun Chang | | KL Chang |  | |
| 7. Notes | | | | | |
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