

PROJECT CHARTER



PROJECT CHARTER TEMPLATE WITH EXAMPLE DATA

GENERAL PROJECT INFORMATION

PROJECT NAME

Garrett Curry Visuals Website

PROJECT MANAGER

Sierra Voiles

EMAIL

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PHONE

573-855-9358

ORGANIZATIONAL UNIT(S)

Garrett Curry Visuals (GCV)

EXPECTED START DATE

6/20/2023

Expected Finish

07/19/2023

PROJECT OVERVIEW

PROBLEM
OR ISSUE

Garrett Curry Visuals does not have a website for the company.

PURPOSE OF
PROJECT

The purpose is to implement a website offering clients information and previous projects that GCV offers.

BUSINESS CASE

The project of implementing a website for the GCV Facebook page will increase exposure for the company. The clients will have access to all information and previous visual projects.

GOALS /
METRICS

The project goal is to create a website that is functional and accessible to clients. The website will contain information and previous works that will attract new clients.

EXPECTED
DELIVERABLES

The deliverables will include a Project Proposal, Project Report, Usability Test Report, and Final Project Deliverable.

TENTATIVE SCHEDULE

KEY MILESTONE	START	FINISH
Project Charter	06/20/2023	06/22/2023
Project Proposal	06/23/2023	06/28/2023
Project and Usability test Report	06/29/2023	07/12/2023
Final Project Deliverable	07/13/2023	07/18/2023

RESOURCES

SPECIAL NEEDS

Internet that can handle fast uploads, well-working computers, photos and videos from GCV to upload to website.

RISKS, CONSTRAINTS, AND ASSUMPTIONS

RISKS	The website has a low chance of attracting new clients. However, the portfolio can still be used for future employers to see.
CONSTRAINTS	With the internship being a month, there is a slight time constraint. Assignments and tasks could run a bit late but finished and acceptable work will be presented.
ASSUMPTIONS	The website will be free of charge until the domain is bought for a monthly fee.

PREPARED BY	TITLE	DATE
Sierra Voiles	Intern GCV	06/22/2023

