

Project Charter Template

PROJECT TITLE	Employee and Rewards recognition Application	DESCRIPTION	Automate and simplify rewards and recognition program with easy-to-use and customizable cloud-based solution.
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BUSINESS NEED	CORE TEAM MEMBERS		KEY STAKEHOLDERS	
Build a cost-effective rewards and recognition program that is scalable, customizable, and meets your company's goals.	Name	Role	Name	Role
Improve organization ability to attract and recruit high quality talent and compete in the Market	Mark Tim	Project Manager	Microsoft	Sponsor
Component of healthy Workplace	Vijay Rajvarp	Team Leader	Investors	Shareholders
Demand of Performance Management	Morlam	Business Analyst	Users	Users
Overall create healthy workplace and retention of quality talent	Nina	Graphic Designer		

OBJECTIVES
To create a friendly environment and healthy place where resources would enjoy working in the organization and maintain for long professional relationship
To recognize resource for their commendable and high quality service and commitment
Automate and simplify your rewards and recognition program with our easy-to-use and customizable cloud-based solution.

GOALS	SUMMARY PROJECT STATUS								
The goal of the project is to retain and hire high quality resources. Set standards for employees so they have concrete goals to reach and encourage resources to set goals that are Specific, Measurable, Attainable, Relevant and Timely – that provides employees a clear path to follow and gives their supervisors established metrics to measure progress.	<table border="1"> <tr> <td>Project Start Date</td> <td>2021-09-13</td> </tr> <tr> <td>Project Completion Date</td> <td>2021-09-13</td> </tr> <tr> <td>Overall project impacts</td> <td>New Customizations or Changes</td> </tr> <tr> <td>Financial Financial Budget</td> <td>\$100,000,000</td> </tr> </table>	Project Start Date	2021-09-13	Project Completion Date	2021-09-13	Overall project impacts	New Customizations or Changes	Financial Financial Budget	\$100,000,000
Project Start Date	2021-09-13								
Project Completion Date	2021-09-13								
Overall project impacts	New Customizations or Changes								
Financial Financial Budget	\$100,000,000								

SCOPE	OPPORTUNITY	MILESTONES	STATUS	DUE	DONE																								
The scope is to create a new Employee and Rewards recognition full Budget Application where user and supervisor measure their respective progress	Currently, Microsoft employee recognition portal doesn't help to measure progress neither encourages high quality resources. Microsoft forges an opportunity to improve their HR processes so that they can attract the best talent available in the Market	<table border="1"> <tr> <td>Requirement Gathering</td> <td>In Progress</td> <td>2021-09-17</td> <td>NA</td> </tr> <tr> <td>Current Business Process Analysis</td> <td>In Progress</td> <td>2021-09-26</td> <td>NA</td> </tr> <tr> <td>Project Presentation</td> <td>Not Started</td> <td>2021-09-27</td> <td>NA</td> </tr> <tr> <td>Future Business Innovations</td> <td>Not Started</td> <td>2021-02-27</td> <td>NA</td> </tr> <tr> <td>Performance Analysis</td> <td>Not Started</td> <td>2021-09-04</td> <td>NA</td> </tr> <tr> <td>Final Application Delivery</td> <td>Not Started</td> <td>2021-09-09</td> <td>NA</td> </tr> </table>	Requirement Gathering	In Progress	2021-09-17	NA	Current Business Process Analysis	In Progress	2021-09-26	NA	Project Presentation	Not Started	2021-09-27	NA	Future Business Innovations	Not Started	2021-02-27	NA	Performance Analysis	Not Started	2021-09-04	NA	Final Application Delivery	Not Started	2021-09-09	NA			
Requirement Gathering	In Progress	2021-09-17	NA																										
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Performance Analysis	Not Started	2021-09-04	NA																										
Final Application Delivery	Not Started	2021-09-09	NA																										

CONSTRAINTS	ASSUMPTIONS
<ol style="list-style-type: none"> 1) Time Constraint 2) Budget Constraint 3) Resource Constraint 	<ol style="list-style-type: none"> 1) We assume that the above estimation is based on the consideration that would be no major changes 2) We assume resources be available as required else there would be delay in overall deliveries 3) We assume stakeholders active participation else there would be a delay in deliveries

DELIVERABLES
<ol style="list-style-type: none"> 1) Wireframes and prototype explaining the flow of the applications 2) Deliverables will be pushed every 3-4 weeks 3) Licenses and plugin required will be provided by Sponsor 4) Hosting services will be purchased and provided by the client 5) IT Department will test new security and privacy settings.

SPONSOR NAME	SIGN & DATE
MATTHEW WATSON	

Project Charter Examples Documents

William Dow, Bruce Taylor



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Project Scheduling and Cost Control James Taylor,2008 More than 80 percent of all projects start with underestimated schedules and costs and are doomed to exceed projections This concise book demonstrates how to establish realistic estimates how to control a projects schedule and costs and how to develop the projects plan and processes for successful project completion *PMP Project Management Professional Exam Study Guide* Kim Heldman,Claudia M. Baca,Patti M. Jansen,2007-07-30 Get the most comprehensive PMP Exam study package on the market Prepare for the demanding PMP certification exam with this Deluxe Edition of our PMP Project Management Professional Exam Study Guide Fourth Edition Featuring a bonus workbook with over 200 extra pages of exercises this edition also includes six practice exams over two hours of audio on CD to help you review additional coverage for the CAPM Certified Associate in Project Management exam and much more Full coverage of all exam objectives in a systematic approach so you can be confident you re getting the instruction you need for the exam Bonus workbook section with over 200 pages of exercises to help you master essential charting and diagramming skills Practical hands on exercises to reinforce critical skills Real world scenarios that put what you ve learned in the context of actual job roles Challenging review questions in each chapter to prepare you for exam day Exam Essentials a key feature in each chapter that identifies critical areas you must become proficient in before taking the exam A handy tear card that maps every official exam objective to the corresponding chapter in the book so you can track your exam prep objective by objective On the accompanying CD you ll find Sybex test engine Test your knowledge with advanced testing software Includes all chapter review questions and bonus exams Electronic flashcards Reinforce your understanding with flashcards that can run on your PC Pocket PC or Palm handheld Audio instruction Fine tune your project management skills with more than two hours of audio instruction from author Kim Heldman Searchable and printable PDF of the entire book Now you can study anywhere any time and approach the exam with confidence Project Management Communication Tools William Dow,Bruce Taylor,2015 Project Management Communication Tools is the authoritative reference on one of the most important aspects of managing projects project communications Written with the project manager stakeholder and project team in mind this resource provides the best practices tips tricks and tools for successful project communications This book covers Communication Tools across all PMI Knowledge Areas and Processes Social Media and Project Management Agile Communication Tools Project Management Business Intelligence Understand the right communication tools for each stage of a projectPMP Prep Questions Communications questions only Face to face communication Communication on virtual projects Preventing common communication problems And much more **The Project Manager's Communication Toolkit** Shankar Jha,2010-03-26 Addressing the unique difficulties involved in day to day project management communication The Project Manager s Communication Toolkit provides proven methods for creating clear and effective communications including text based plans reports messages and presentations It examines the

many tools available and goes beyond traditional coverage to **Project Management Communications Bible** William Dow, Bruce Taylor, 2010-06-11 The authoritative reference on one of the most important aspects of managing projects project communications With shorter production cycles and the demand for projects being faster cheaper and better the need for project communications tools has increased Written with the project manager stakeholder and project team in mind this resource provides the best practices tips tricks and tools for successful project communications and planning The featured charts graphs and tables are all ready for immediate use Note CD ROM DVD and other supplementary materials are not included as part of eBook file SharePoint for Project Management Dux Raymond Sy, 2008-10-17 If you are a project manager looking for a technology based easily implemented and usable solution for project communications document management and general project organization this book is for you Susan Weese PgMP President and Founder Rhyming Planet Most companies don't understand SharePoint's power and use it simply to share documents or spreadsheets This hands on book demonstrates how SharePoint can also help you organize and manage complex projects With SharePoint for Project Management you'll not only understand how to apply common and practical project management concepts in SharePoint you'll learn how to build a Project Management Information System PMIS customized to your project that can efficiently coordinate communication and collaboration among team members With this book you will Learn to apply key project management techniques by leveraging SharePoint as a PMIS Track a case study that illustrates the circumstances and processes of an effective SharePoint PMIS Appropriately define access permissions for project stakeholders and team members Centralize project documents and keep track of document history with version control Automate project reporting mechanisms and generate on demand status reports Track project schedules control changes and manage project risks Integrate project management tools such as Excel Microsoft Project PowerPoint and Outlook Each chapter includes activities that let you practice what you learn Most SharePoint books are either too introductory for end users or too technical for system administrators SharePoint for Project Management is just what project managers like you need to learn how to harness the organizational abilities of this powerful software *The Six Sigma Project Planner* Thomas Pyzdek, 2003-04-22 Project management strategies for meeting Six Sigma project goals on time and on budget The Six Sigma Project Planner shows leaders how to use project management tools to complete Six Sigma improvements on time and on budget The Planner provides dozens of reproducible project management tools for following the proven Define Measure Analyze Improve Control DMAIC process improvement format Readers who follow its guidelines will be able to quickly and effectively Determine a Six Sigma project's ROI Correct problems in current processes Develop and implement entirely new processes FCS Project Management L3, 2009 **Smart Computing Paradigms: Human-Centric Systems for Sustainable Development** Vikrant Bhateja, Angela Lee Siew Hoong, Yeoh Ging Sun William, Zaid Omar, 2026-02-03 This book presents best selected papers presented at the 7th International Conference on Smart Computing and Informatics SCI 2025 held at the School of

Engineering and Technology SET Sunway University Selangor Malaysia during 8-9 April 2025. It presents advanced and multidisciplinary research towards the design of smart computing and informatics. The theme is on a broader front and focuses on various innovation paradigms in system knowledge, intelligence, and sustainability that may be applied to provide realistic solutions to varied problems in society, environment, and industries. The scope is also extended towards the deployment of emerging computational and knowledge transfer approaches, optimizing solutions in various disciplines of science, technology, and healthcare. The work is published in four volumes.

Integrative Document & Content

Management Len Asprey, Michael Middleton, 2003-01-01. Portals present unique strategic challenges in the academic environment. Their conceptualization and design requires the input of campus constituents who seldom interact and whose interests are often opposite. The implementation of a portal requires a coordination of applications and databases controlled by different campus units at a level that may never before have been attempted at the institution. Building a portal is as much about constructing intra-campus bridges as it is about user interfaces and content. *Designing Portals: Opportunities and Challenges* discusses the current status of portals in higher education by providing insight into the role portals play in an institution's business and educational strategy by taking the reader through the processes of conceptualization, design, and implementation of the portals in different stages of development at major universities and by offering insight from three producers of portal software systems in use at institutions of higher learning and elsewhere.

Project Management David L. Cleland, Lewis R. Ireland, 2006-09-11. Today's Most Effective Guide for Applying Project Management to Implement Organizational Strategies. Now Updated and Expanded. *Project Management: Strategic Design and Implementation* delivers complete guidance on applying the theory, processes, practices, and techniques of project management to support strategic planning. Written by two world-renowned project management leaders, this new edition presents the latest methods for using flexible teams to implement organizational strategies, especially changes to products, services, and processes. Designed for use in both large and small organizations, this updated classic ranges from the project management process to project planning, monitoring, evaluation, and control to continuous improvement through projects. This resource offers new material on project portfolio management, earned value, project management maturity, nontraditional teams, project partnering, project management outsourcing, and much more.

The Fifth edition of *Project Management: Strategic Design and Implementation* features detailed coverage of all advances in project management theory and practice. Helpful sections added to each chapter include chapter summary, additional sources of information, discussion questions, project management principles, case study, assignment, and checklist. Updated examples and exercises on key project management topics. A larger format with sidebars to highlight major issues. This new material includes chapters on *The Evolution of Project Management* and *Successful Project Teams*. Inside this Updated PM Classic: *Introduction to Project Management*, *The Strategic Context of Projects*, *Organizational Design for Project Management*, *Project Operations*, *Interpersonal Dynamics in the Management of Projects*.

The Cultural Elements New Uses of Teams *Lean Six Sigma Using SigmaXL and Minitab* Issa Bass, Barbara Lawton, 2009-01-05 Effectively Execute Lean Six Sigma Projects using SigmaXL and Minitab Written by a Six Sigma Master Black Belt and a Ph D this practical guide to Lean Six Sigma project execution follows the DMAIC Define Measure Analyze Improve and Control roadmap The many real world examples used in the book offer in depth theoretical analyses and are implemented using the two most popular statistical software suites SigmaXL and Minitab This expert resource covers Lean topics ranging from basic data analysis to complex design of experiments and statistical process control Harness the power of SigmaXL and Minitab and enable sustained positive operational results throughout your organization with help from this authoritative guide Lean Six Sigma Using SigmaXL and Minitab explains how to Define the project goals project manager value statement stakeholders and risk Schedule tasks using the Gantt chart critical path analysis and program evaluation and review technique Capture the voice of internal and external customers Assess the cost of quality Gather data and measure process performance Perform process capabilities analysis Apply Lean Six Sigma metrics to determine baseline performance Implement analysis techniques such as Pareto analysis value stream mapping failure mode and effect analysis FMEA and regression analysis Identify constraints via factorial experiments and implement process improvements Monitor production performance using statistical process control **House documents** ,1895 **Practical Analysis and Design for Client/server and GUI Systems** David A. Ruble, 1997 Appropriate for courses in Data Communication and Networking Witty and informative this practical guide arms students with the core competencies required to successfully analyze and design today s client server business information systems presenting a universal methodology and useful techniques that all developers can use regardless of the environment they work in *City Documents* New Bedford (Mass.), 1915 Includes the reports of the Auditor City Clerk Engineering Dept Fire Dept Board of Health Dept of Parks Board of Overseers of the Poor Free Public Library School Committee Superintendent of Streets and Water Board **Select Charters and Other Illustrations of English Constitutional History** William Stubbs, 1888 Select Charters and Other Illustrations of English Constitutional History from the Earliest Times to the Reign of Edward the First William Stubbs, 1876 **Essentials of Nursing Informatics, 6th Edition** Virginia K. Saba, Kathleen A. McCormick, 2015-02-22 Publisher s Note Products purchased from Third Party sellers are not guaranteed by the publisher for quality authenticity or access to any online entitlements included with the product Discover how technology can improve patient care and enhance every aspect of a nurse s job performance education and career A Doody s Core Title for 2017 Written by leaders in nursing informatics this comprehensive up to date text helps you understand how informatics can enhance every aspect of the nursing profession This edition of Essentials of Nursing Informatics is highlighted by an outstanding team of international contributors and content that reflects the very latest concepts technologies policies and required skills Numerous case studies take the book beyond theory and add real world relevance to the material Essentials of Nursing Informatics is logically divided into ten sections

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Transforming Project Management: An Essential Paradigm for Turning Your Strategic Planning into Action Duane Petersen, 2021-03-02 Turn your strategy into business reality with proven project management and leadership best practices According to Harvard Business Review IT project failure costs businesses 3 trillion dollars annually That s just IT For the full scope this issue increase that number exponentially If you expect more from strategic planning and don t think projects should decimate budgets and professional reputations you re in good company CEO of UltiMentors Duane Petersen has dedicated his career to helping business leaders transform their companies by turning their strategic vision into portfolios of successful projects Now Petersen shares his winning method with you Transforming Project Management takes you beyond envisioning a great strategy and into the realm of implementing it with skill care and expertise Petersen explains how to break down a strategic plan into key objectives and project portfolios to make sense of all the project parts then successfully lead the execution of the plan You ll learn how to evaluate where you are versus where you want to be develop plans to move your vision forward translate strategic plans into action plans with tangible efforts budgets and schedules and guide and inspire the individuals and teams tasked with implementing their plans Knowing precisely how much a major project will cost before it begins and having processes and tools to monitor how well it s meeting benchmarks along the way should be standard business practice Clearly it s not With Transforming Project Management you have everything you need to tie strategic planning directly to project management and lead your company to the head of your industry *The Boardcaster* California. State Board of Equalization, 1990

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