Project Charter

1. Project Description / Summary

The Student Task Management System (STMS) is a web-based software designed to help students efficiently manage academic and personal tasks. The system allows task creation, assignment, tracking, and reporting in a structured and collaborative environment. It aims to automate manual processes and improve productivity, organization, and communication between students, teachers, and administrators.

2. Project Goal

To develop and deploy an easy-to-use, web-based task management platform that enables efficient task organization, tracking, and reporting for students and faculty within an academic environment.

3. Reason / Rationale

Currently, students and teachers rely on manual methods such as notebooks or basic reminder apps for managing academic tasks. This approach leads to missed deadlines, communication gaps, and reduced productivity. The STMS addresses these issues by offering automation, visibility, and accountability in task management.

4. Project Benefits

- Enhances productivity and time management among students.
- Reduces human errors in task assignment and tracking.
- Improves communication and collaboration between students and teachers.
- Provides transparent task reporting and progress tracking.
- Enables data-driven decision-making through reporting features.

5. Project Budget

Category	Details	Estimated Cost (PKR)
Development	Developer / freelancer or small team	18,000
Design & Testing	UI/UX design and QA	6,000
Project Management & Misc.	Meetings, communication, project management	6,000
Total Estimated Cost		30,000

6. Project Scope

1. In Scope:

- Development of a web-based Student Task Management System.
- Task lifecycle management (creation, assignment, update, completion, reporting).
- Role-based user accounts (student, teacher, admin).
- Reporting module for task status and deadlines.
- Integration with academic calendars.

2. Out of Scope:

- Integration with external university ERP systems.
- Mobile app version (only web-accessible interface).
- Advanced AI-based analytics or recommendation systems.
- Long-term hosting and maintenance beyond pilot deployment.

7. Project Team

Member Name	Role	Responsibility
Hassam Ramzan	Project Manager	Oversees the entire project, ensures deadlines, manages resources.
Muhammad Ammar	Technical Expert	Provides technical support, oversees system development.
Maryam Ashraf	Quality Assurance	Tests software, ensures it meets quality standards.
Laiba Shaukat	Resource Manager	Manages allocation of resources and materials.
Tuba Asif	Documentation & Communication Lead	Prepares reports, maintains documentation, handles communication.
Muhammad Furqan	Database Developer	Designs and manages the project database.

8. Additional Stakeholders

- Teachers / Supervisors: Assign tasks, monitor progress, and provide feedback.
- Students: End-users who create, manage, and track academic tasks.
- Administrators: Manage users, maintain system integrity.
- Technical Support: Handles maintenance, bug fixes, and updates.

9. Measuring Success

- User Adoption Rate: Number of students and teachers actively using the system.

- System Performance: Error-free deployment and response time.
- User Satisfaction: Positive feedback from users on usability and efficiency.
- Project Delivery: Completion within allocated time (16 weeks) and budget (PKR 30,000).
- Quality Metrics: Fewer than 5 major bugs post-deployment and 90% feature completion as per requirements.