

Project Charter

Template

CS2113 – Software Development Project

[Team Name]

January 21, 2026

1 Project Overview

Project Name

Project Description

2 Team Information

Team Members

Name	Role	GitHub Username
	Scrum Master (Sprint 1)	
	Developer	
	Developer	
	Developer	
	Developer	

Communication Platform

3 Project Scope

In Scope

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-
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Out of Scope

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-

4 Technology Stack

Backend

- **Language:** Java
- **Framework:** Spring Boot
- **Database (Dev):** H2
- **Database (Prod):** PostgreSQL
- **Build Tool:** Maven

Frontend

- **Language:** JavaScript
- **Framework:** React
- **Build Tool:** Vite
- **Styling:** [CSS/Tailwind/Bootstrap]

5 Sprint Schedule

Timeline

Sprint	Duration	Focus
Sprint 1	2 weeks	Backend setup, basic CRUD operations
Sprint 2	2 weeks	REST APIs, Frontend development
Sprint 3	2 weeks	Testing, Review feature, Final polish

6 Success Criteria

Definition of Done

A user story is considered “Done” when:

- Code is written and compiles without errors
- Feature is tested (manual or automated)
- Code is reviewed by at least one team member
- Code is pushed to main branch
- Feature is deployed to production
- Documentation is updated if needed

7 Risks and Mitigation

Identified Risks

Risk	Impact	Mitigation Strategy
Team member unavailable	High	Cross-train on all parts of code-base
Merge conflicts	Medium	Frequent commits, clear file ownership
Scope creep	Medium	Strict adherence to Sprint backlog

8 Signatures

Team Agreement

By signing below, all team members agree to:

- Attend all scheduled meetings
- Communicate proactively about progress and blockers
- Complete assigned tasks on time
- Respect team decisions
- Follow the agreed-upon coding standards

Team Member 1

Date

Team Member 2

Date

Team Member 3

Date

Team Member 4

Date