

# Project Charter

**Project Title:**

Upgrade of Corporate Website

**Project Start Date:**

May 15, 2024

**Projected Finish Date:**

December 15, 2024

**Project Manager:**

Alex Johnson, alex.johnson@company.com

**Purpose and Justification:**

The purpose of this project is to redesign and upgrade the corporate website to improve user experience, ensure mobile compatibility, and enhance content management capabilities. This is justified by the need to increase customer engagement, simplify content updates, and stay competitive in our industry.

**Objectives:**

- Redesign the website layout for improved navigation and aesthetics.
- Ensure full mobile responsiveness and cross-browser compatibility.
- Implement a new content management system for easier updates.
- Improve the website's SEO and loading speed.

**Scope****In Scope:**

- Design and development of a new website interface.
- Integration of a new content management system.
- Testing for mobile and browser compatibility.
- Training for staff on the new system.

**Out of Scope:**

- Developing a new company logo or brand identity.
- Overhauling the company's IT infrastructure.

**Milestones:**

- Design Approval - February 28, 2024
- Beta Launch - May 1, 2024

- Final Launch - July 15, 2024

**Budget:**

Total Project Budget: \$100,000

**Stakeholders:**

- Project Sponsor: Sarah Lee, CEO
- IT Department
- Marketing Department
- Customer Service Department

**Risks and Issues:**

- Delays in design approval could push back subsequent phases.
- Potential compatibility issues with existing IT infrastructure.

**Approvals****Project Sponsor Signature:**

[Signature & Date]

**Project Manager Signature:**

[Signature & Date]