

Project Charter for Students

1. Project Title

[Insert Project Title]

2. Project Overview

This project aims to provide students with a practical learning experience through collaboration, problem-solving, and teamwork. The project will enable students to develop skills in research, communication, and project management.

3. Purpose and Objectives

Purpose: The purpose of this project is to apply academic knowledge in a real-world context while promoting teamwork and accountability among students.

Objectives:

- Develop critical thinking and problem-solving skills.
- Complete a specific academic assignment or project as per the course requirements.
- Demonstrate effective teamwork and communication.

4. Scope

In Scope: Activities, tasks, and deliverables directly related to the completion of the student project.

Out of Scope: Activities that are beyond the academic requirements for this course or unrelated to the key deliverables.

5. Deliverables

- Research Report / Final Presentation
- Visual Aids (PowerPoint, Infographics, etc.)
- Group Reflection Document (if required)

6. Roles and Responsibilities

Role	Name	Responsibilities
Team Leader	[Student Name]	Oversee project progress, coordinate tasks
Research Lead	[Student Name]	Research and gather data
Writer	[Student Name]	Write and edit project documentation
Presenter	[Student Name]	Present final deliverables

7. Milestones and Timeline

Milestone	Deadline
Project Proposal	[Date]
First Draft	[Date]
Final Submission	[Date]

8. Risks and Mitigation

Risks:

- Missed deadlines due to lack of coordination.
- Insufficient research or poor-quality information.

Mitigation Strategies:

- Schedule regular team check-ins and progress updates.
- Allocate research tasks to multiple team members to ensure information quality.

9. Signatures

Name	Role	Signature	Date
[Student Name]	Team Leader	[Signature]	[Date]
[Instructor]	Project Supervisor	[Signature]	[Date]