Data Analytics Project Charter

Project Name

Enter project name

Project Owner

Enter owner name

Date

Business Problem / Opportunity

Describe the business problem or opportunity...

Project Objective

State the main objective...

Stakeholders

List key stakeholders...

Scope

Define what is in and out of scope...

Key Metrics / KPIs

Specify metrics or KPIs to measure success...

Data Sources

List expected data sources...

Tools & Techniques

Mention analytical tools/techniques...

Deliverables

List expected deliverables...

Timeline (Milestones)

Describe key milestones and timeline...

Risks & Challenges

Identify major risks or challenges...

Success Criteria

Define criteria for project success...