

SIMULATION PREP

EARLY START	DURATION	EARLY FINISH
TASK No. & NAME		
LATE START	FLOAT	LATE FINISH

1) CRITICAL PATH ANALYSIS & BAR (GANTT) CHART

Referring to pages 10 & 11 in the project brief, and for one or both of the "Traditional" and "Design & Build" procurement strategies:

- Produce a sticky note for each task with: TASK NO., NAME & DURATION, as above (or you can use software, e.g. MS Project or the ppt: "SPATIUM-cpa")
- Arrange the sticky notes in logical order with arrows (drawn in pencil!) indicating dependencies (FINISH>START, START>START)
- Having verified the logical flow, do the "forward pass": indicate the EARLY START and EARLY FINISH times for each task. N.B. the EARLY START on Task 1.1 is (End of) Month 0
- Do the "backward pass": the LATE FINISH is the latest a task can finish without changing the end date of the project: $LATE\ FINISH - DURATION = LATE\ START$; $LATE\ START - EARLY\ START = FLOAT$
- Produce a Bar/Gantt Chart (using sticky notes, MS Project, or spreadsheet)

2) STAKEHOLDER ANALYSIS

Using the ppt "SPATIUM-stakeholder" document produce a first analysis of the stakeholders (see page 9 of the brief), indicating their basic priorities and also estimating their relative importance: high, medium or low.

3) RISK & CONTRACT

Consider the key risks, and how you will analyse and manage them; also consider the contract options (see pages 7 & 8 of the brief)

4) SUCCESS MEASURES

Consider what the key objectives are, and how success in the simulated project should be measured