CSM4993 – Industrial Project Management

Guidelines for Final Presentation (25% marks – Evaluated by Industrial's Coach/SV and UMT SV)

Duration of presentation: 15-20 minutes (include Q&A)

Instructions

1. Students are required to prepare a presentation slide.
2. The contents of the presentation must be based on the items or components stated in the CSM4993 final presentation guidelines.
3. Kindly put or quote a reference of any information you stated in the slide that references to a specific source of information.
4. At the end of the presentation, students are required to send the softcopy of the slides to the 2u2i program coordinator for the record and as evidence that they presenting the slide.
5. One student from each organisation is required to submit a copy of attendance for presentation attendance (note: this will be given by the 2u2i program coordinator via email to the student before the session takes place).
6. When you're preparing the slides, look at the CSM4993 rubrics as well, since these rubrics provide the criteria for the evaluation.

The guidelines for preparing the final presentation are as below:

1. Project Overview/Product Vision.
   - ✓ The summary how the product/solutions support the company's strategies.
   - ✓ Develop product/solution objective.
   - ✓ Define product vision statement.

2. Create Product Roadmap
   - ✓ Identify Project Stakeholder.
   - ✓ Define product requirements.
   - ✓ Define high-level timeframe.

3. Project Roles/Scrum Roles
   - ✓ Define the roles.

4. Develop Product Backlog
   - ✓ Create user stories and acceptance criteria.
   - ✓ Describe the sprint grooming/refinement process (if applicable).

5. Release Planning
   - ✓ Establish release goal.
   - ✓ Define definition of ready (DOR).
   - ✓ Define definition of done (DOD).
   - ✓ Define a target release date.
   - ✓ Mapping product backlog with highest-priority user stories to support release goal.

6. Sprint Planning
   - ✓ Define the Sprint backlog
     - A list of user stories in the sprint based on the priority.
     - The effort estimates for each user stories.

7. Sample of user stories.

8. Sample/Snapshot of weekly meeting or Daily scrum meeting.
9. Sample of Project review with customer or Sprint Review (if applicable).
10. Lesson learned or Sprint Retrospective.
11. Conclusion.