EXPERIMENT NO.2

AIM: Use MS-Project to draft project plan for designing Scheduling Software

Project Planning

The key to a successful project is in the planning. Creating a project plan is the first thing that should be done while undertaking any kind of project. Often project planning is ignored in favour of getting on with the work. However, many people fail to realize the value of a project plan in saving time, money and many problems.

Project planning is done in three steps:-
1. Project goals
2. Project deliverables
3. Project schedule

Project Goals

A project is successful when the needs of the stakeholders have been met. A stakeholder is anybody directly or indirectly impacted by the project.
As a first step, it is important to identify the stakeholders in your project. It is not always easy to identify the stakeholders of a project, particularly those impacted indirectly. Examples of stakeholders are:

- The project sponsor (here company ABC Ltd.)
- The customer who receives the deliverables. (Here company ABC Ltd.)
- The users of the project outputs.(The managers of ABC Ltd.)
- The project manager and project team.(Here the company CDE Ltd)

Once you understand who the stakeholders are, the next step is to find out their needs. The best way to do this is by conducting stakeholder interviews.

The next step, once you have conducted all the interviews, and have a comprehensive list of needs is to prioritize them. From the prioritized list, create a set of goals that can be easily measured.

Once you have established a clear set of goals, they should be recorded in the project plan. It can be useful to also include the needs and expectations of your stakeholders.

This is the most difficult part of the planning process completed.
The following are the goals for the scheduling project of ABC Ltd which is designed by CDE Ltd.:
1) The company wants to use a software for scheduling the various meeting of the company.
2) The software should arrange meetings in a hierarchical manner that is the meeting called by a senior official should be given higher preference.
3) The meeting called by CEO should have the top most priority.
4) The software should be capable enough to create invitations, notices, agenda, minutes of all meetings and should be able to forward them to appropriate company officials

via emails and sms.
5) In case there is time clash between two meetings, the software should be capable enough for rescheduling the meetings.
6) The interface should be user friendly, easily understandable, and capable of working in all operating system environment conditions.

Project Deliverables

Using the goals that are set, create a list of things that the project needs to deliver in order to meet those goals. Add the deliverables to the project plan with an estimated delivery date. More accurate delivery dates will be established during the scheduling phase, which is next. Here as we are considering **WATERFALL MODEL** for project scheduling, we deliver the entire project in one go.

Project Schedule

Create a list of tasks that need to be carried out for project. For each task identify the following:

- The amount of effort (hours or days) required to complete the task.
- The resource who will carry out the task.

Once established the amount of effort for each task, you can work out the effort required for the project, and an accurate delivery date.

A common problem discovered at this point, is when a project has an imposed delivery deadline from the sponsor that is not realistic based on your estimates. If you discover that this is the case, you must contact the sponsor immediately. The options you have in this situation are:

- Renegotiate the deadline (project delay).
- Employ additional resources (increased cost).
- Reduce the scope of the project (less delivered).

Use the project schedule to justify pursuing one of these options.
Following are the resources available with CDE ltd.:

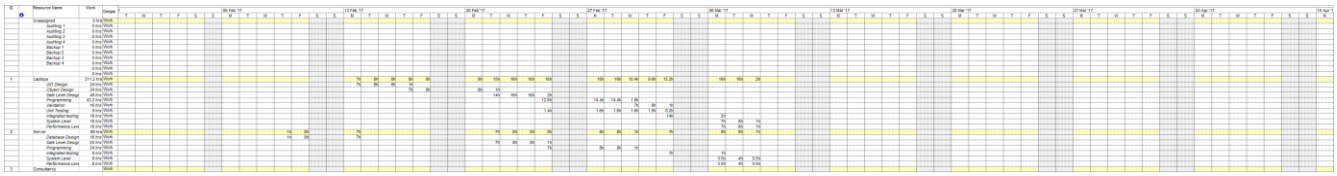
1) Laptops: It is using 2 laptops for this project.
2) Server: The server is used to meet the database requirements of the project
3) Consultancy: It helps in communications between managements of ABC Ltd and CDE Ltd
for mutual understanding of the requirements of client.
4) DBA professional: He has been hired for framing data
5) Programmers: They have responsibility of designing, coding and testing of the project.
6) Legal Advisor: He is responsible for preparing, maintaining the legal documents of deal between the managements.
7) Third Party Storage: For storing the day to
8) Company Official: For negotiating with client.
9) Tester: For carrying out Alpha testing.

10) Auditing Company: IT will visit the company every week for auditing the progress of the
project.
11) Miscellaneous: It has been kept as the all other additional costs.
12) Designer: For designing and framing of the project, he will assist the programmers.

The resource sheet view further explains each resource:

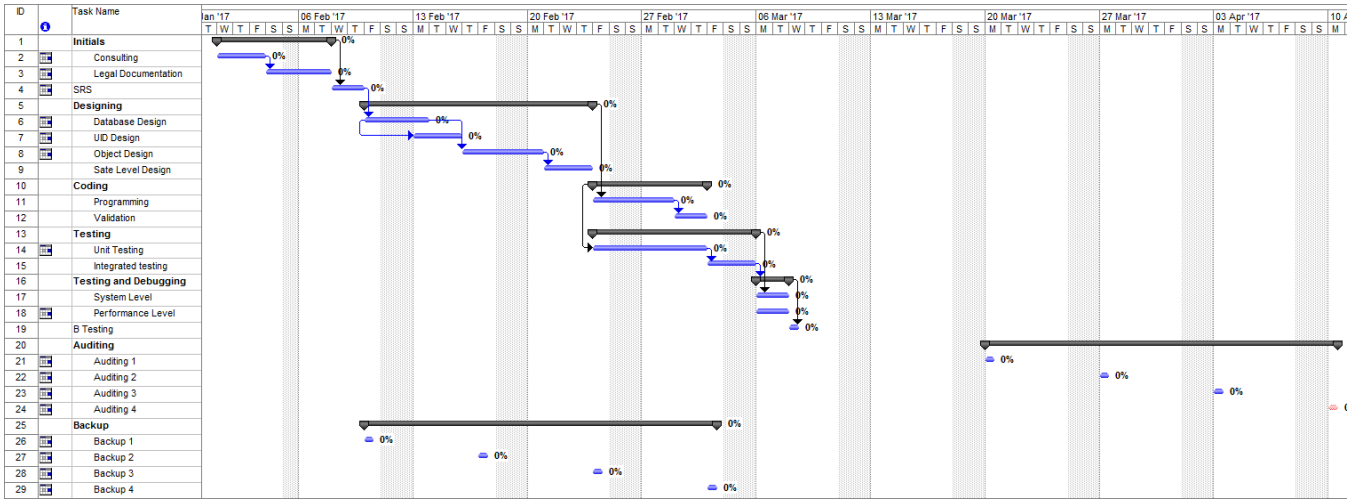
ID	Resource Name	Type	Material Label	Initials	Group	Max. Units	Std. Rate	Ovt. Rate	Cost/Use	Accrue At	Base Calendar	Code
1	Laptops	Work		Lap		200%	? 700.00/hr	? 140.00/hr	? 0.00	Prorated	Standard	
2	Server	Work		Ser		100%	? 840.00/hr	? 0.00/hr	? 0.00	Prorated	Standard	
3	Consultancy	Cost		Con						Prorated		
4	Legal Advisor	Cost		Leg						Prorated		
5	DBA Professional	Cost		DBA						Prorated		
6	Programmers	Work		Prog		200%	? 1,400.00/hr	? 350.00/hr	? 0.00	Prorated	Standard	
7	Third Party Storage	Cost		Exstore						Prorated		
8	Auditing	Cost		Audit						Prorated		
9	Tester	Work		Test		100%	? 350.00/hr	? 0.00/hr	? 0.00	Prorated	Standard	
10	Designer	Cost		Des						Prorated		
11	Miscellaneous	Cost		Mis						Prorated		
12	Company Officials	Work		Official		100%	? 350.00/hr	? 0.00/hr	? 0.00	Prorated	Standard	
13	Programmer	Work		P		100%	? 0.00/hr	? 0.00/hr	? 0.00	Prorated	Standard	
14	Laptop	Work		L		100%	? 0.00/hr	? 0.00/hr	? 0.00	Prorated	Standard	

Resource Usage View

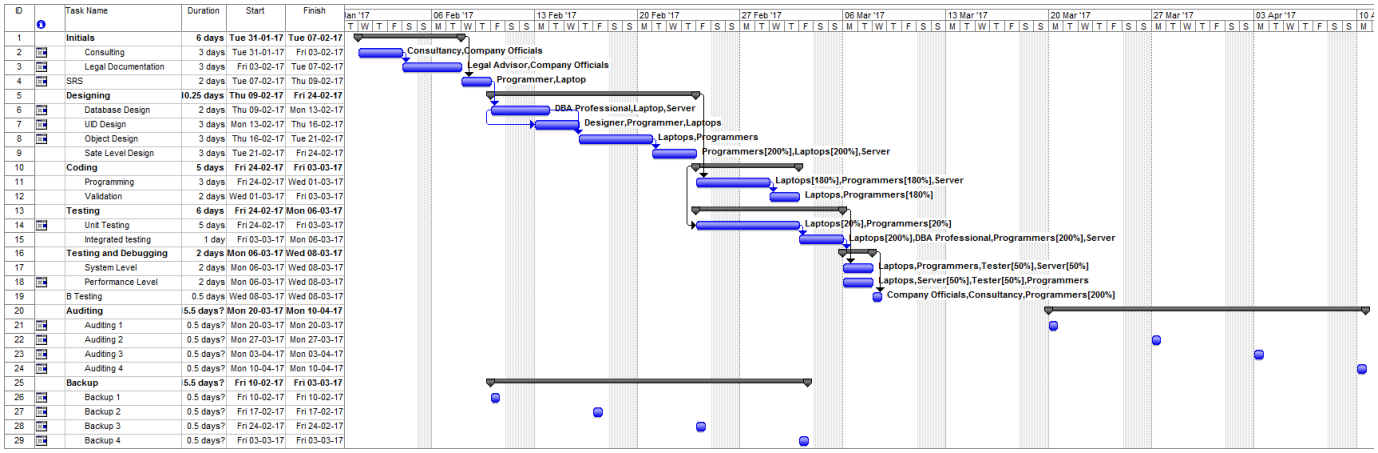


The entire task is divided into following stages:

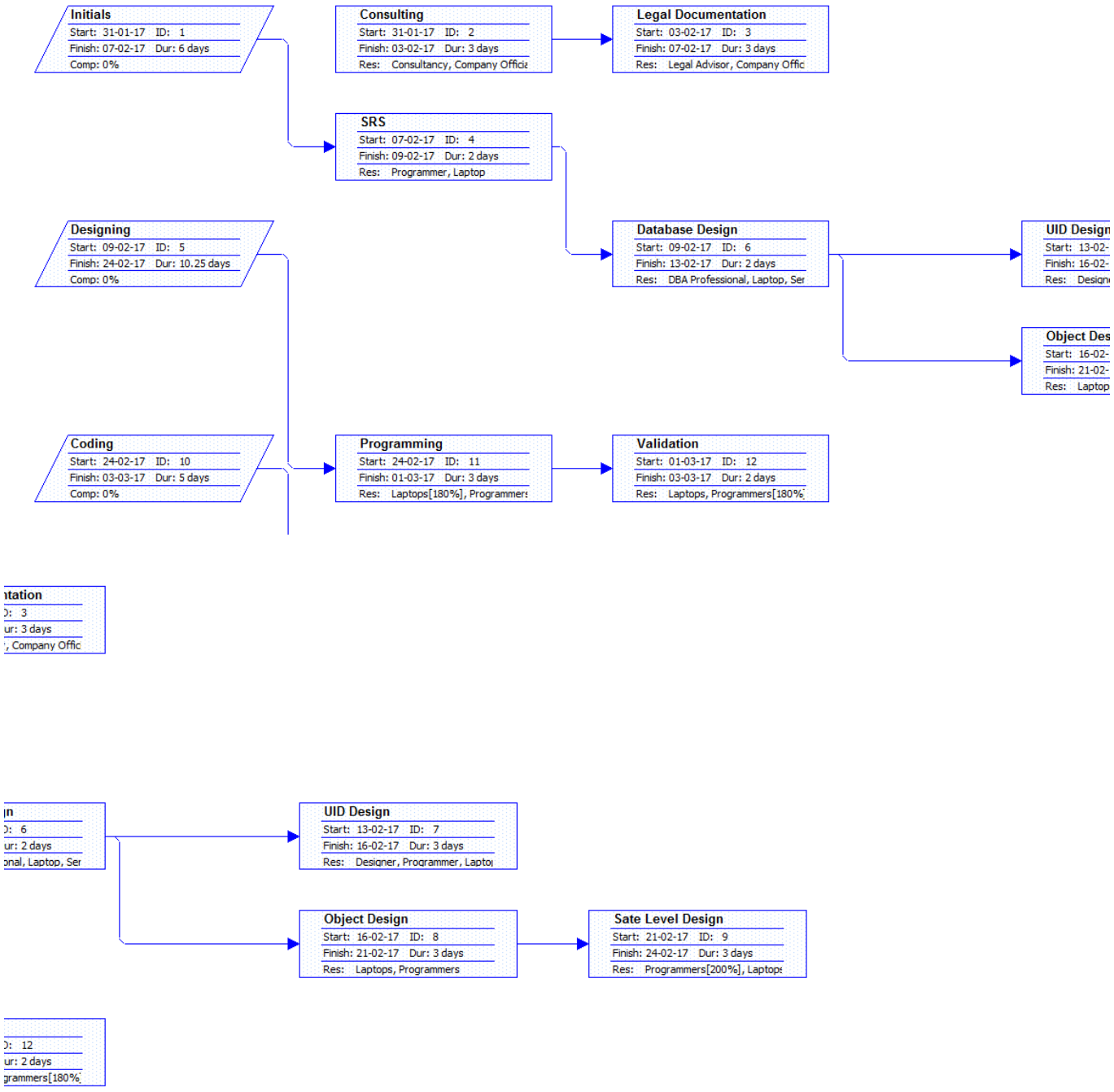
1) Initials: In this stage the legal documentation of the project is done after negotiation on the requirements is over.
2) SRS: Here the software requirement specification document is prepared which is sent to the
designing team.
3) Designing: In this stage actual designing of the project is done. It includes database design, object design, UID design and state level design.
4) Coding:-Here the design is converted to executable code.
5) Testing: Finally the testing is done via unit testing and integrated testing.
6) A testing and debugging: It is done at both levels i.e. system level and performance level, followed by beta testing.
7) Auditing: It is done by the auditing company to keep a track of the progress of the project.
8) Backup: It is kept for safety of the project.
9) Training: It is provided by the company to the client.
The tracking Gantt view provides these details:

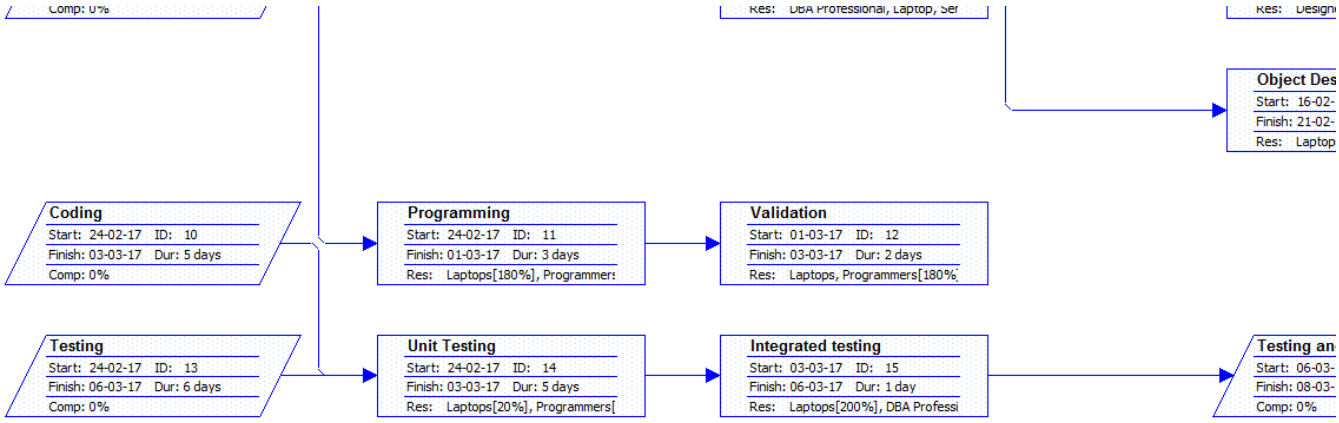


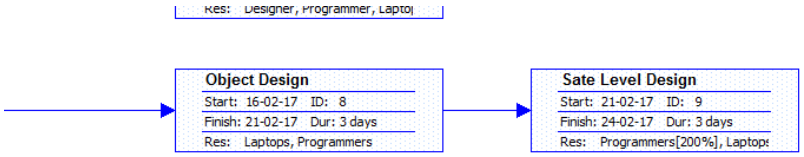
Detailed Graphical Tracking Gantt View

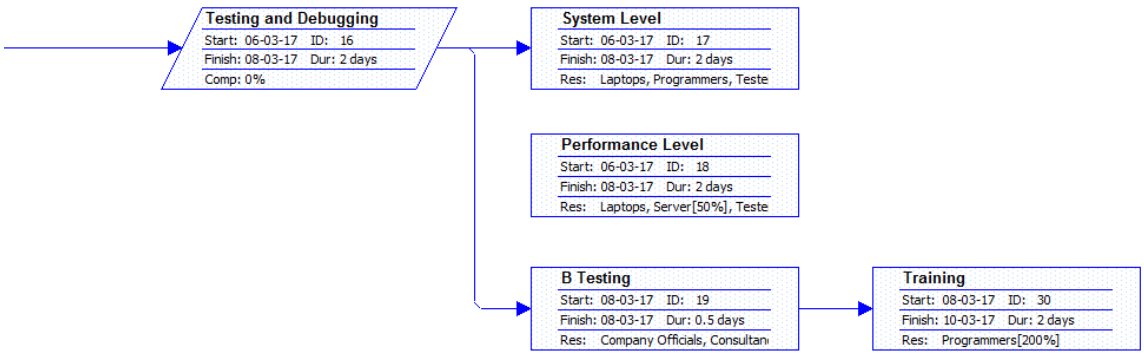


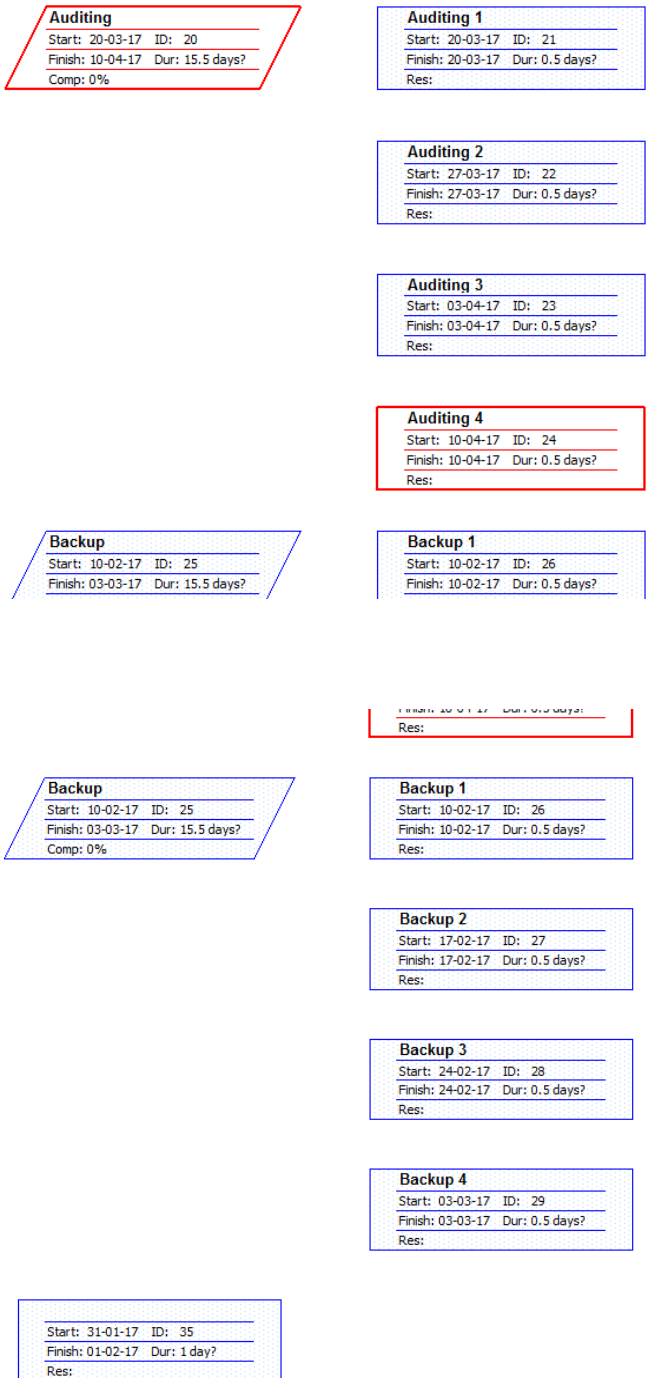
The network diagram explains the hierarchy of the tasks:




Comp: 0%
Res: DBA Professional, Laptop, Ser
Res: Design
Object Des
Start: 16-02-
Finish: 21-02-
Res: Laptop
Coding
Start: 24-02-17 ID: 10
Finish: 03-03-17 Dur: 5 days
Comp: 0%
Programming
Start: 24-02-17 ID: 11
Finish: 01-03-17 Dur: 3 days
Res: Laptops[180%], Programmers
Validation
Start: 01-03-17 ID: 12
Finish: 03-03-17 Dur: 2 days
Res: Laptops, Programmers[180%]
Testing
Start: 24-02-17 ID: 13
Finish: 06-03-17 Dur: 6 days
Comp: 0%
Unit Testing
Start: 24-02-17 ID: 14
Finish: 03-03-17 Dur: 5 days
Res: Laptops[20%], Programmers[
Integrated testing
Start: 03-03-17 ID: 15
Finish: 06-03-17 Dur: 1 day
Res: Laptops[200%], DBA Professi
Testing an
Start: 06-03-
Finish: 08-03-
Comp: 0%


Res: Designer, Programmer, Laptop
Object Design
Start: 16-02-17 ID: 8
Finish: 21-02-17 Dur: 3 days
Res: Laptops, Programmers
Sate Level Design
Start: 21-02-17 ID: 9
Finish: 24-02-17 Dur: 3 days
Res: Programmers[200%], Laptops


Testing and Debugging
Start: 06-03-17 ID: 16
Finish: 08-03-17 Dur: 2 days
Comp: 0%
System Level
Start: 06-03-17 ID: 17
Finish: 08-03-17 Dur: 2 days
Res: Laptops, Programmers, Teste
Performance Level
Start: 06-03-17 ID: 18
Finish: 08-03-17 Dur: 2 days
Res: Laptops, Server[50%], Teste
B Testing
Start: 08-03-17 ID: 19
Finish: 08-03-17 Dur: 0.5 days
Res: Company Officials, Consultan
Training
Start: 08-03-17 ID: 30
Finish: 10-03-17 Dur: 2 days
Res: Programmers[200%]


Auditing
Start: 20-03-17 ID: 20
Finish: 10-04-17 Dur: 15.5 days?
Comp: 0%
Auditing 1
Start: 20-03-17 ID: 21
Finish: 20-03-17 Dur: 0.5 days?
Res:
Auditing 2
Start: 27-03-17 ID: 22
Finish: 27-03-17 Dur: 0.5 days?
Res:
Auditing 3
Start: 03-04-17 ID: 23
Finish: 03-04-17 Dur: 0.5 days?
Res:
Auditing 4
Start: 10-04-17 ID: 24
Finish: 10-04-17 Dur: 0.5 days?
Res:
Backup
Start: 10-02-17 ID: 25
Finish: 03-03-17 Dur: 15.5 days?
Backup 1
Start: 10-02-17 ID: 26
Finish: 10-02-17 Dur: 0.5 days?
Res:
Backup
Start: 10-02-17 ID: 25
Finish: 03-03-17 Dur: 15.5 days?
Comp: 0%
Backup 1
Start: 10-02-17 ID: 26
Finish: 10-02-17 Dur: 0.5 days?
Res:
Backup 2
Start: 17-02-17 ID: 27
Finish: 17-02-17 Dur: 0.5 days?
Res:
Backup 3
Start: 24-02-17 ID: 28
Finish: 24-02-17 Dur: 0.5 days?
Res:
Backup 4
Start: 03-03-17 ID: 29
Finish: 03-03-17 Dur: 0.5 days?
Res:
Start: 31-01-17 ID: 35
Finish: 01-02-17 Dur: 1 day?
Res:

Res:

Backup 3
Start: 24-02-17 ID: 28
Finish: 24-02-17 Dur: 0.5 days?
Res:

Backup 4
Start: 03-03-17 ID: 29
Finish: 03-03-17 Dur: 0.5 days?
Res:

Start: 31-01-17 ID: 35
Finish: 01-02-17 Dur: 1 day?
Res:

Start: 31-01-17 ID: 36
Finish: 01-02-17 Dur: 1 day?
Res: