

Task allocation

Basically, task allocation is made according to the schedule of this project by ‘Les Misérables’ team:

* The following is a table related to the project schedule.

Summary	Typically, task allocation is set according to the activity-level project schedule. Therefore, the activities in the project timeline must be manageable.
Object of schedule management	Schedule management divides the Work Breakdown Structure (WBS) into unit processes to mitigate possible risks and conduct business efficiently through measures such as redeployment of resources and additional input so that the process can proceed in a timely manner. This project is a kind of virtual work, but it is assumed that it is currently composed of 4 people (‘Les Misérables’ team).
Initiation Criterion	The work items of “project schedule table” were decided (WBS Definition). The project organization was decided.
Task (Activity) Content	<p>When the activity-level project schedule is set based on the documented "project schedule", the contents of the WBS work items are expressed in the Gantt Bar Chart method using a support tool.</p> <p>By default, the following tasks are included:</p> <p>Writing of Early “Project Schedule Table”</p> <p>The work period of an activity level is decided.</p> <p>The resources are allotted to an activity level.</p> <p>It is calculated on the base of working 8 hours a day for 5 days a week.</p> <p>Adjustment of Project Schedule</p> <p>When the project schedule plan doesn’t agree with the project schedule, the schedule is adjusted.</p> <p>Additional resource allocation</p> <p>Overtime allocation</p> <p>Acceleration of Work Time</p> <p>Decision of “Project Schedule Table”</p> <p>The work period of an activity level is decided.</p> <p>The initiation day and completion day of an activity level is decided.</p> <p>The percent scheduled is decided by considering weight of an activity level.</p>
Completion Criterion	The “Project Schedule Table” was written.

The current Project Schedule is as follows. A specific date is being established.

Tasks	Start Date	End Date
1.0 Initiating: ‘Les Misérables’ team		
1.1 Identify key Stakeholders		

1.2 Prepare business case		
1.3 Prepare project charter		
2.0 Planning		
2.1 Hold project kickoff meeting		
2.2 Prepare scope statement		
2.3 Prepare WBS		
2.4 Prepare schedule baseline		
2.5 Identify, discuss, and prioritize risks		
3.0 Executing		
3.1 System analysis		
3.1.1 User request feature		
3.1.2 Analysis of Requirement		
3.2 System design		
3.2.1 Internal Design of Components		
3.2.2 Component Realization Design		
3.2.3 User Interface Realization Design		
3.2.4 Database Design		
3.3 System construction		
3.3.1 Database Construction		
3.3.2 Component Realization		
3.3.3 User Interface Realization		
3.4 System testing		
4.0 Monitoring and Controlling		
5.0 Closing		
5.1 Prepare final project report		
5.2 Prepare final project presentation		
5.3 Lessons learned		