Exercise 1 characterize the project.

The Coworking space is divided by a central kitchenette and coffee station in the middle of the office space, with the gaming and lounge space on one side of the kitchenette, and the workspace with desks on the other side of the kitchenette. All the offices and meeting rooms are a half floor above the workspace, with stairs leading up from the entrance.

The project’s primary objective involves a website that can be accessed on desktop, tablet and mobile devices created with HTML/CSS/Javascript. The design of the webside should be user-friendly and customizable, and it should be easily accessible. The website should also be available in multiple common languages.

Exercise 2 Stakeholder analysis

Stakeholder list

|  |  |  |  |
| --- | --- | --- | --- |
| Stakeholders | Interest | Influence | Impact |
| Students | low | low | Medium |
| Startups/small companies | High | high | Medium/high |
| Larger companies | Low | high | High |
| Private people needing a coworking place. | Medium | Low | Low |
| Entrepreneurs | High | High | Medium |
| Politicians | Low | high | Medium |
| USN | High | High | High |
| Local Companies | High | medium | Medium |
| Municipality (Kommune) | High | High | High |
| Events | Medium/Low | Low | Low |

Potential conflicts:

|  |  |
| --- | --- |
| Conflict | Potential solution |
| Space issues, different groups want to use the same space | Booking system where you book a desk, available on phone or an online service, |
| Noise levels can disturb the work of people/groups who prefer more silent environments | Noise-cancelling ear plugs, rules/guidelines that adhere to campus rules, recommendation to rent Kroa if noise is desired/required, decibel measurement |
| Hygiene problems in kitchen and common areas/meeting rooms | Staff from campus and rules/guidelines |
|  |  |
|  |  |

Exercise 3 Project management areas

Blueprinting

Inventory

Ground rules

Staff

Permits

Advertisement

Budgeting

Assessment of project costs

Strategy meetings

Pledged company communication

Time management planning (!)

Risk management (!)

Project leadership

Competent employees

Structural planning

**Exercise 4**

**SWOT Analysis:** Ikke så viktig

|  |  |
| --- | --- |
| **STRENGTHS** | **WEAKNESSES** |
| *E.g.:*   * *Flexible* * *Prior education and experience* * *Technical skills* * *Handywoman skills* * *Can work in groups* * *Personal network* * *Variety of personalities and experiences* * *Diversity* | *E.g.:*   * *Limited work experience within the field* * *Limited education/ Irrelevant background* * *Negative personality attributes* * *Living in different locations* |
| **OPPORTUNITIES** | **THREATS** |
| *E.g.:*   * *Personal development* * *Training and education* * *Trends in the industry* * *Industries requiring one’s skills* * *Re-skilling to meet the needs of the industry* * *Building personal network and relationships* * *Ability to move to new geographical location* * *Artificial intelligence* | *E.g.:*   * *Negative trends in the industry* * *Competition* * *Artificial intelligence* * *Limited or extreme development in the industry* * *Politics gets in the way of the project* * *Changing economy like increases in interest rates* * *Home offices replacing need for collaborative spaces* |