**ASSIGNMENT 1**

**TOPIC:**

**CHAPTER 1: INTRODUCTION TO PROJECT MANAGEMENT**

**CHAPTER 2: THE PROJECT MANAGEMENT AND INFORMATION TECHNOLOGY CONTEXT**

**INSTRUCTION:**

1. Students are required to do individual presentation and submit a report **(BLUE COLOR**) in group.
2. This assignment contributes 20% of the overall assessment.
3. Mode: **Report – Group (15%), Information Research (5%)**
4. Date of Presentation and report submission: During class on **8th OCTOBER 2018 (MONDAY).**

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| --- | --- | --- |
| **COURSE OUTCOME(S) BICT:** | | |
| CO2 | : | Appreciate and apply project management methodologies in the development of a project |
| CO3 | : | Examine personal performance in relation to project management methodologies. |
|  |  |  |
| **PROGRAM OUTCOME(S) BICT:** | | |
| PO4 | : | Show high ethical values and disciplines in their daily practices |
| PO5 | : | Communicate their conclusions clearly to specialist and non-specialist audiences lead and work in a team effectively in achieving desired goals. |
| PO6 | : | Analyze a problem situation related to ICT planning, explore alternative performance support of ICT solutions and then plan, implement, evaluate, and manage the solutions. |
| **COURSE OUTCOME(S) BCS:** | | |
| CO2 | : | Explain in detail the relationship between IT project management and other discipline |
|  |  |  |
| **PROGRAM OUTCOME(S) BCS:** | | |
| PO4 | : |  |
| PO5 | : |  |

**TASK:**

1. You are required to find **TWO (2)** examples of existing IT project. Then, discuss the following question:

a. Introduction about the project

b. Who are the stakeholder of the IT project?

c. What are the scope of the project?

d. List and explain **ALL** the tasks involve to develop the project.

e. Determine resources needed for each task.

f. Estimate cost needed for each task.

g. Discuss the challenge/constraint to manage/develop the project.

h. Discuss the solutions for the challenges/constraints faced.

i. List of relevant documents involve such as contract.

**ASSESSMENT:**

Presentation will be evaluated based on the rubrics attached.

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**-SUBJECT NAME-**

**(CODE)**

**Received Date :**

**Submission Due Date : 25TH OCTOBER 2018 (MONDAY)**

**Lecturer : DR ZURIDA ISHAK**

**Weightage : 15%**

**Semester : SEPTEMBER 2018**

**Instruction to students:**

* This is INDIVIDUAL assignment.
* Complete this cover sheet and attach it to your assignment (first page).

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| **Student declaration:** | |
| ***I declare that:***   * ***This assignment is my/our own work*** * ***I/we understand what is meant by plagiarism*** * ***My lecturer has the right to deduct my marks in case of:*** * ***Late submission*** * ***Any plagiarism found in my assignment.*** | |
| **Name** | **Student ID** |
| **Comment** | |

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| **MARKS:** | **Total** |
|  |

**WRITE UP ASSESSMENT RUBRICS**

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| **Name:** |  | **Id No:** |  |
| **Name:** |  | **Id No:** |  |

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| **ASSESSMENT CRITERIA** | **9-10** | **7-8** | **5-6** | **3-4** | **1-2** | **MARKS** |
| 1. Suitability of project chosen | All scopes and objectives of the project are written correctly. | 90% scopes and objectives of the project are written correctly. | 70% scopes and objectives of the project are written correctly. | 50% objectives of the project are written correctly. | There are objectives stated but all of them are written incorrectly. |  |
| 1. Work Breakdown Structure (WBS) | WBS is detail and the task for each of the position/role is correct | WBS is quite detail and the task for each of the position/role is correct | WBS is general and the task for each of the position/role is not too short | WBS is general and the task for each of the position/role is vague. | WBS is not detail and the task for each of the position/role is incorrect |  |
| 1. Project Schedule | Project schedule shows every task in each phases of project methodology correctly.  The tasks listed are related to the type of project. | 90% of project schedule shows every task in each phases of project methodology correctly.  90% of the tasks listed are related to the type of project. | 70% of project schedule shows every task in each phases of project methodology correctly.  70% of the tasks listed are related to the type of project. | The project schedule is too brief and part of the sequence in project methodology phases is incorrect.  Only 50% of the tasks listed are according to the type of project. | The project schedule is too brief and not following sequence in project methodology phases  Most of the tasks listed are not related to the project. |  |
| 1. Project cost | Project cost shows expenses for every item correctly.  The cost items listed are related to the type of project. | 90% of project cost shows expenses for every item correctly.  90% of the cost items listed are related to the type of project. | 70% of project cost shows expenses for every item correctly.  70% of the cost items listed are related to the type of project. | Only 50% of the project cost shows expenses for every item correctly.  Only 50% of the cost items listed are related to the type of project. | The project cost listed are not related to the type of project. |  |
| 1. Organization | Well organized and structured displaying a beginning, a body and conclusion, demonstrates logical sequencing and sentence structure. Critical thinking skills are evident | Well organized displaying a beginning, a body and conclusion, demonstrates logical sequencing and sentence structure | Well organized, displaying a beginning, a body and conclusion but demonstrate illogical sequencing and sentence structure. | Well organized, but demonstrates illogical sequencing and sentence structure | Weakly organized |  |
| 1. Introduction | The introduction is inviting, states the main topic & position and previews the structure of the proposal and shows the relationship between all topics and subtopics | The introduction is inviting, states the main topic & position and previews the structure of the proposal. | The introduction clearly states the main topic & position and previews the structure of the proposal, but is not particularly inviting to the reader. | The introduction states the main topic or position, but does not adequately preview the structure of the proposal nor is it particularly inviting to the reader | There is no clear introduction of the main topic, position or structure of the proposal. |  |
| 1. Contents | Complete contents as required by lecturer, Extra information included, Latest discoveries/update on the proposal | Complete contents as required by lecturer | 20% of the required contents not included | 50% of the required contents not included, Some content out of topic | 70% of the required contents not included, False statements, Content out of topic completely |  |
| 8. Conclusion | Numerous detailed conclusions are reached from the evidence offered and leave the reader with a feeling that they understand what the writer is “getting at.” | Numerous detailed conclusions are reached from the evidence offered | The conclusion is recognizable and ties up almost all the loose ends | The conclusion is recognizable, but does not tie up several loose ends | There is no clear conclusion, the paper just ends |  |
| 9. Grammar and spelling | Punctuation and capitalization are correct including the arrangement of words | Punctuation and capitalization are correct | There is one error in punctuation and / or capitalization | There are two or three errors in punctuation and / or capitalization | There are four or more errors in punctuation and / or capitalization |  |
| 10. Following format & Include support content | Following format, include table of content, title of each topic and include reference following APA style format | Following format, include table of content, title of each topic and include reference | Following format and include reference | Following format, but there is no reference | Not following format and there is no reference |  |
| **TOTAL MARKS** | | | | | | **/100** |

**INFORMATION RESEARCH RUBRICS**

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| NAMA & MATRICS NO:  NAME & MATRICS NO: | | | | | |
| Criteria | weight | Exemplary | Admirable | Acceptable | Attempted |
| **Research of Topic** | 25% | * Use of more than two search engines * Factual information is accurate * Narrow focus of topic | * Use of two search engines * Most information can be confirmed * Topic needs narrower focus | * Use of one search engine * Some errors in information * Topic somewhat broad | * Use only one source * Errors in information * Topic too general |
| **Product** | 30% | * Logical, intuitive sequence * Consistent menus; paths are clear * Original, inventive, creative * Correct grammar, usage, mechanics, spelling * Visuals effectively entice audience | * Logical * Generally consistent menus; clear paths * Original * Mostly correct grammar, usage, mechanics, spelling * Visuals and images convey message | * Some logic * Somewhat consistent menus; somewhat clear paths * Some originality * Several grammar, usage, mechanics, spelling errors * Use of visuals and images is limited | * Information confusing * Inconsistent menus and paths * Rehash of other people’s ideas * Obvious grammar, usage, mechanics, spelling errors * Use of visuals and images is confusing or absent |
| **Collaboration/ Teamwork**  (optional) | 15% | * Work load is divided and shared equally | * Some members contribute | * Few members contribute | * One or two people do all of the work |
| **Evaluation of Reliable Sources** | 15% | * Sources used are accurate and reliable * Variety of domain name suffix (.com, .edu, .net, .gov) | * Most sources used are accurate and reliable * Some variety of domain name suffix (.com, .edu, .net, .gov) | * Some sources used are inaccurate and unreliable * Little variety of domain name suffix | * Sources are inaccurate and unreliable * Use of only one domain name suffix |
| **Documentation** | 15% | * All sources are documented correctly | * Most sources are documented correctly | * Few sources are documented correctly | * No documentation of sources |