The Project Management Game – how brilliant are you?

Summarized in this document, is all of the information regarding the project that might be important for work in the next weeks. First of all, there is the project schedule, including all the tasks to be completed, listed with its duration and the date by which to have them finished. Afterwards, there is a Gantt-chart, showing the dependencies to be considered in the execution of the project. All the critical parts have been colored in red. Take care not to get delays in these tasks, because they have an impact on the duration of the whole project. With these two charts, the progress of the project can be tracked.

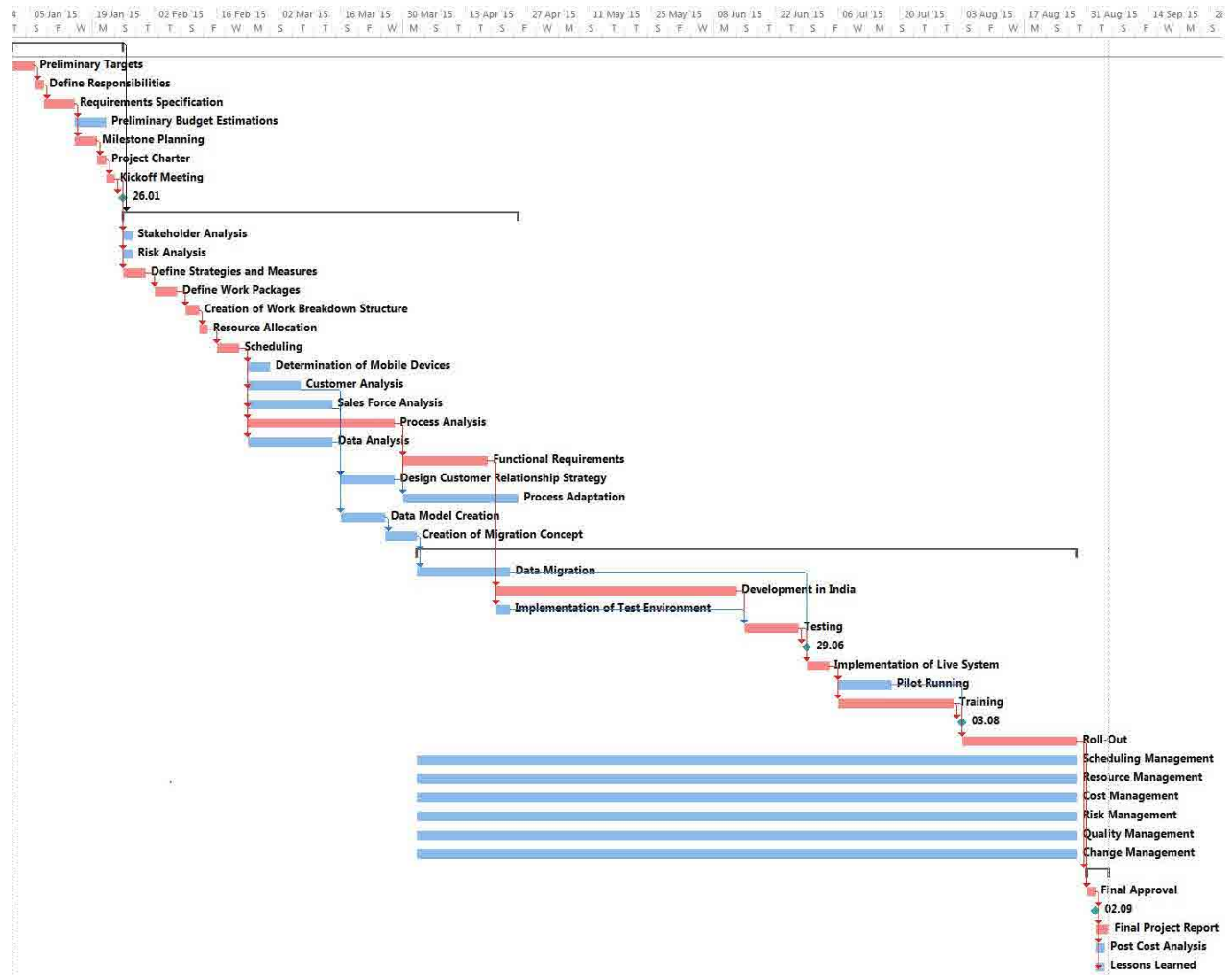| Name	Start	Finish	Duration
Preliminary Targets	Thu 01-01-15	Mon 05-01-15	3 dys
Define Responsibilities	Tue 06-01-15	Wed 07-01-15	2 dys
Requirements Specification	Thu 08-01-15	Wed 14-01-15	5 dys
Preliminary Budget Estimations	Thu 15-01-15	Wed 21-01-15	5 dys
Milestone Planning	Thu 15-01-15	Mon 19-01-15	3 dys
Project Charter	Tue 20-01-15	Wed 21-01-15	2 dys
Kickoff Meeting	Thu 22-01-15	Fri 23-01-15	2 dys
End of Kickoff Meeting	Mon 26-01-15	Mon 26-01-15	0 dys
Stakeholder Analysis	Mon 26-01-15	Tue 27-01-15	2 dys
Risk Analysis	Mon 26-01-15	Tue 27-01-15	2 dys
Define Strategies and Measures	Mon 26-01-15	Fri 30-01-15	5 dys
Define Work Packages	Mon 02-02-15	Fri 06-02-15	5 dys
Creation of Work Breakdown Structure	Mon 09-02-15	Wed 11-02-15	3 dys
Resource Allocation	Thu 12-02-15	Fri 13-02-15	2 dys
Scheduling	Mon 16-02-15	Fri 20-02-15	5 dys
Determination of Mobile Devices	Mon 23-02-15	Fri 27-02-15	5 dys
Customer Analysis	Mon 23-02-15	Fri 06-03-15	10 dys
Sales Force Analysis	Mon 23-02-15	Fri 13-03-15	15 dys
Process Analysis	Mon 23-02-15	Fri 27-03-15	25 dys
Data Analysis	Mon 23-02-15	Fri 13-03-15	15 dys
Functional Requirements	Mon 30-03-15	Fri 17-04-15	15 dys
Design Customer Relationship Strategy	Mon 16-03-15	Fri 27-03-15	10 dys
Process Adaptation	Mon 30-03-15	Fri 24-04-15	20 dys
Data Model Creation	Mon 16-03-15	Wed 25-03-15	8 dys
Creation of Migration Concept	Thu 26-03-15	Wed 01-04-15	5 dys
Data Migration	Thu 02-04-15	Wed 22-04-15	15 dys
Development in India	Mon 20-04-15	Fri 12-06-15	40 dys
Implementation of Test Environment	Mon 20-04-15	Wed 22-04-15	3 dys
Testing	Mon 15-06-15	Fri 26-06-15	10 dys

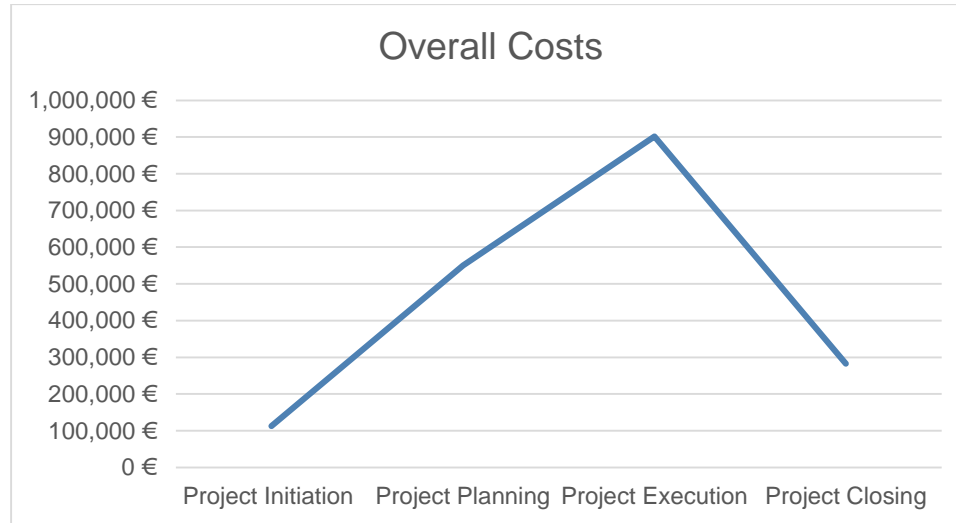|			
Steering Committee Meeting 1	Mon 29-06-15	Mon 29-06-15	0 dys
Implementation of Live System	Mon 29-06-15	Fri 03-07-15	5 dys
Pilot Running	Mon 06-07-15	Fri 17-07-15	10 dys
Training	Mon 06-07-15	Fri 31-07-15	20 dys
Steering Committee Meeting 2	Mon 03-08-15	Mon 03-08-15	0 dys
Roll-Out	Mon 03-08-15	Fri 28-08-15	20 dys
Scheduling Management	Thu 02-04-15	Fri 28-08-15	107 dys
Resource Management	Thu 02-04-15	Fri 28-08-15	107 dys
Cost Management	Thu 02-04-15	Fri 28-08-15	107 dys
Risk Management	Thu 02-04-15	Fri 28-08-15	107 dys
Quality Management	Thu 02-04-15	Fri 28-08-15	107 dys
Change Management	Thu 02-04-15	Fri 28-08-15	107 dys
Final Approval	Mon 31-08-15	Tue 01-09-15	2 dys
Steering Committee Meeting 3	Wed 02-09-15	Wed 02-09-15	0 dys
Final Project Report	Wed 02-09-15	Fri 04-09-15	3 dys
Post Cost Analysis	Wed 02-09-15	Thu 03-09-15	2 dys
Lessons Learned	Tue 01-09-15	Thu 03-09-15	2 dys

Gantt chart timeline spanning 05 Jan '15 to 28 Sep '15 with the following tasks:

- Preliminary Targets
- Define Responsibilities
- Requirements Specification
- Preliminary Budget Estimations
- Milestone Planning
- Project Charter
- Kickoff Meeting
- 26.01
- Stakeholder Analysis
- Risk Analysis
- Define Strategies and Measures
- Define Work Packages
- Creation of Work Breakdown Structure
- Resource Allocation
- Scheduling
- Determination of Mobile Devices
- Customer Analysis
- Sales Force Analysis
- Process Analysis
- Data Analysis
- Functional Requirements
- Design Customer Relationship Strategy
- Process Adaptation
- Data Model Creation
- Creation of Migration Concept
- Data Migration
- Development in India
- Implementation of Test Environment
- Testing
- 29.06
- Implementation of Live System
- Pilot Running
- Training
- 03.08
- Roll-Out
- Scheduling Management
- Resource Management
- Cost Management
- Risk Management
- Quality Management
- Change Management
- Final Approval
- 02.09
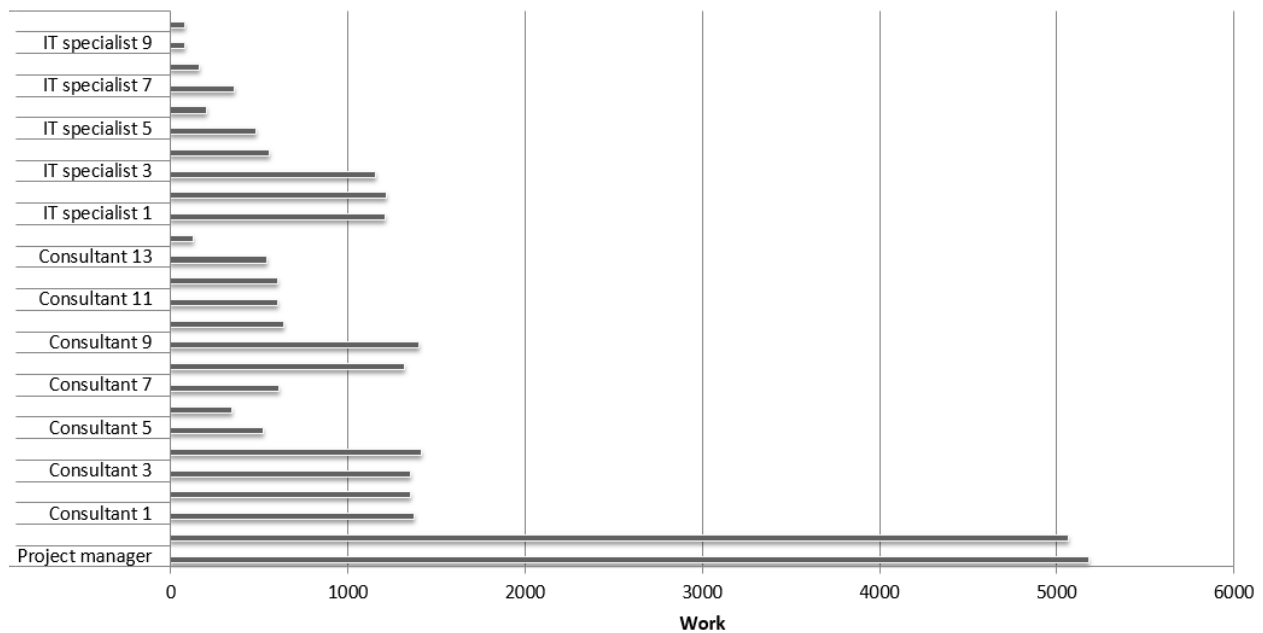- Final Project Report
- Post Cost Analysis
- Lessons Learned

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Next is an overview of the costs of the phases of the project. It´s derived from the duration of the tasks and the summarized costs of all the consultants, IT-specialists, your working time and the time I spend on the project.

Overall Costs

The chart shows overall costs across four phases: Project Initiation (~100,000 €), Project Planning (~550,000 €), Project Execution (~900,000 €, the peak), and Project Closing (~280,000 €).

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The time all the participants will spend on the project is visualized in the next graphic. This represents the estimated time calculated for all the tasks, combined with the employees working on the tasks.

A horizontal bar chart titled "Work" shows work hours for Project manager (~5100), Consultants 1–13, and IT specialists 1–9. The x-axis ranges from 0 to 6000. The Project manager has by far the largest value (~5100), while the consultants and IT specialists range from near 0 to about 1400.

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Corresponding to the working time, the estimated cost each employee will cause is summarized in a table here. This might be a good basis for decisions in case problems regarding time or cost arise.

Name	Work	Cost
Project manager	5,184 hrs	777,600.00 €
Assistant	5,064 hrs	379,800.00 €
Consultant 1	1,376 hrs	154,800.00 €
Consultant 2	1,352 hrs	152,100.00 €
Consultant 3	1,352 hrs	152,100.00 €
Consultant 4	1,416 hrs	159,300.00 €
Consultant 5	520 hrs	58,500.00 €
Consultant 6	344 hrs	38,700.00 €
Consultant 7	608 hrs	68,400.00 €
Consultant 8	1,320 hrs	148,500.00 €
Consultant 9	1,400 hrs	157,500.00 €
Consultant 10	640 hrs	72,000.00 €
Consultant 11	600 hrs	67,500.00 €
Consultant 12	600 hrs	67,500.00 €
Consultant 13	464 hrs	52,200.00 €
Consultant 14	208 hrs	23,400.00 €
IT specialist 1	968 hrs	108,900.00 €
IT specialist 2	888 hrs	99,900.00 €
IT specialist 3	952 hrs	107,100.00 €
IT specialist 4	632 hrs	71,100.00 €
IT specialist 5	720 hrs	81,000.00 €
IT specialist 6	448 hrs	50,400.00 €
IT specialist 7	560 hrs	63,000.00 €

IT specialist 8	520 hrs	58,500.00 €
IT specialist 9	80 hrs	9,000.00 €
IT specialist 10	80 hrs	9,000.00 €

To conclude, a list of all the tasks, combined with the estimated working time needed to complete it and the cost that would result from that time.

Name	Work	Cost
Preliminary Targets	24 hrs	3,600.00 €
Define Responsibilities	16 hrs	2,400.00 €
Requirements Specification	40 hrs	6,000.00 €
Preliminary Budget Estimations	80 hrs	9,000.00 €
Milestone Planning	24 hrs	1,800.00 €
Project Charter	16 hrs	2,400.00 €
Kickoff Meeting	224 hrs	25,200.00 €
End of Kickoff Meeting	0 hrs	0.00 €
Stakeholder Analysis	32 hrs	3,600.00 €
Risk Analysis	32 hrs	3,600.00 €
Define Strategies and Measures	40 hrs	6,000.00 €
Define Work Packages	320 hrs	34,500.00 €
Creation of Work Breakdown Structure	144 hrs	15,300.00 €
Resource Allocation	16 hrs	1,200.00 €
Scheduling	320 hrs	34,500.00 €
Determination of Mobile Devices	160 hrs	16,500.00 €
Customer Analysis	232 hrs	23,400.00 €
Sales Force Analysis	240 hrs	27,000.00 €
Process Analysis	1,280 hrs	148,500.00 €

Data Analysis	600 hrs	67,500.00 €
Functional Requirements	120 hrs	18,000.00 €
Design Customer Relationship Strategy	560 hrs	66,000.00 €
Process Adaptation	800 hrs	90,000.00 €
Data Model Creation	320 hrs	36,000.00 €
Creation of Migration Concept	40 hrs	4,500.00 €
Data Migration	840 hrs	94,500.00 €
Development in India	320 hrs	36,000.00 €
Implementation of Test Environment	168 hrs	18,900.00 €
Testing	560 hrs	60,000.00 €
Steering Committee Meeting 1	0 hrs	0.00 €
Implementation of Live System	240 hrs	27,000.00 €
Pilot Running	560 hrs	63,000.00 €
Training	2,400 hrs	270,000.00 €
Steering Committee Meeting 2	0 hrs	0.00 €
Roll-Out	1,120 hrs	126,000.00 €
Scheduling Management	1,712 hrs	192,600.00 €
Resource Management	1,712 hrs	192,600.00 €
Cost Management	1,712 hrs	192,600.00 €
Risk Management	1,712 hrs	192,600.00 €
Quality Management	1,712 hrs	192,600.00 €
Change Management	7,704 hrs	866,700.00 €
Final Approval	0 hrs	0.00 €
Steering Committee Meeting 3	0 hrs	0.00 €
Final Project Report	48 hrs	5,400.00 €
Post Cost Analysis	32 hrs	3,600.00 €

Lessons Learned	64 hrs	7,200.00 €

All essential information for the project is summarized in this document. Supplemental information as a further basis for decision making can be found in the project chart.