WORK BREAKDOWN STRUCTURE for :

THE IMPLEMENTATION OF DRONES IN AGRICULTURE

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# **Outline View**

1. Widget Management System
   1. Initiation
      1. Evaluation & Recommendations
      2. Develop Project Charter
      3. *Deliverable:* Submit Project Charter
      4. Project Sponsor Reviews Project Charter
      5. Project Charter Signed/Approved
   2. Planning
      1. Create Preliminary Scope Statement
      2. Determine Project Team
      3. Project Team Kickoff Meeting
      4. Develop Project Plan
      5. Submit Project Plan
      6. *Milestone:* Project Plan Approval
   3. Execution
      1. Project Kickoff Meeting
      2. Verify & Validate User Requirements
      3. Design System
      4. Procure Hardware/Software
      5. Install Development System
      6. Testing Phase
      7. Install Live System
      8. User Training
      9. Go Live
   4. Control
      1. Project Management
      2. Project Status Meetings
      3. Risk Management
      4. Update Project Management Plan
   5. Closeout
      1. Audit Procurement
      2. Document Lessons Learned
      3. Update Files/Records
      4. Gain Formal Acceptance
      5. Archive Files/Documents

# **Hierarchical Structure**

|  |  |  |
| --- | --- | --- |
| **Level** | **WBS Code** | **Element Name** |
| 1 | 1 | Widget Management System |
| 2 | 1.1 | Initiation |
| 3 | 1.1.1 | Evaluation & Recommendations |
| 3 | 1.1.2 | Develop Project Charter |
| 3 | 1.1.3 | Deliverable: Submit Project Charter |
| 3 | 1.1.4 | Project Sponsor Reviews Project Charter |
| 3 | 1.1.5 | Project Charter Signed/Approved |
| 2 | 1.2 | Planning |
| 3 | 1.2.1 | Create Preliminary Scope Statement |
| 3 | 1.2.2 | Determine Project Team |
| 3 | 1.2.3 | Project Team Kickoff Meeting |
| 3 | 1.2.4 | Develop Project Plan |
| 3 | 1.2.5 | Submit Project Plan |
| 3 | 1.2.6 | Milestone: Project Plan Approval |
| 2 | 1.3 | Execution |
| 3 | 1.3.1 | Project Kickoff Meeting |
| 3 | 1.3.2 | Verify & Validate User Requirements |
| 3 | 1.3.3 | Design System |
| 3 | 1.3.4 | Procure Hardware/Software |
| 3 | 1.3.5 | Install Development System |
| 3 | 1.3.6 | Testing Phase |
| 3 | 1.3.7 | Install Live System |
| 3 | 1.3.8 | User Training |
| 3 | 1.3.9 | Go Live |
| 2 | 1.4 | Control |
| 3 | 1.4.1 | Project Management |
| 3 | 1.4.2 | Project Status Meetings |
| 3 | 1.4.3 | Risk Management |
| 3 | 1.4.4 | Update Project Management Plan |
| 2 | 1.5 | Closeout |
| 3 | 1.5.1 | Audit Procurement |
| 3 | 1.5.2 | Document Lessons Learned |
| 3 | 1.5.3 | Update Files/Records |
| 3 | 1.5.4 | Gain Formal Acceptance |
| 3 | 1.5.5 | Archive Files/Documents |

# **Tabular View**

|  |  |  |
| --- | --- | --- |
| **Level 1** | **Level 2** | **Level 3** |
| 1 Widget Management System | 1.1 Initiation | 1.1.1 Evaluation & Recommendations  1.1.2 Develop Project Charter  1.1.3 Deliverable: Submit Project Charter  1.1.4 Project Sponsor Reviews Project Charter  1.1.5 Project Charter Signed/Approved |
| 1.2 Planning | 1.2.1 Create Preliminary Scope Statement  1.2.2 Determine Project Team  1.2.3 Project Team Kickoff Meeting  1.2.4 Develop Project Plan  1.2.5 Submit Project Plan  1.2.6 Milestone: Project Plan Approval |
| 1.3 Execution | 1.3.1 Project Kickoff Meeting  1.3.2 Verify & Validate User Requirements  1.3.3 Design System  1.3.4 Procure Hardware/Software  1.3.5 Install Development System  1.3.6 Testing Phase  1.3.7 Install Live System  1.3.8 User Training  1.3.9 Go Live |
| 1.4 Control | 1.4.1 Project Management  1.4.2 Project Status Meetings  1.4.3 Risk Management  1.4.4 Update Project Management Plan |
| 1.5 Closeout | 1.5.1 Audit Procurement  1.5.2 Document Lessons Learned  1.5.3 Update Files/Records  1.5.4 Gain Formal Acceptance  1.5.5 Archive Files/Documents |

# **Tree Structure View**

# **WOrk breakdown structure Dictionary**

| **Level** | **WBS Code** | **Element Name** | **Definition** |
| --- | --- | --- | --- |
| 1 | 1 | Widget Management System | All work to implement a new widget management system. |
| 2 | 1.1 | Initiation | The work to initiate the project. |
| 3 | 1.1.2 | Develop Project Charter | Project Manager to develop the Project Charter. |
| 3 | 1.1.4 | Project Sponsor Reviews Project Charter | The project sponsor reviews the Project Charter. |
| 3 | 1.1.5 | Project Charter Signed/Approved | The Project Sponsor signs the Project Charter which authorizes the Project Manager to move to the Planning Process. |
| 2 | 1.2 | Planning | The work for the planning process for the project. |
| 3 | 1.2.1 | Create Preliminary Scope Statement | The Project manager creates a Preliminary Scope Statement. |
| 3 | 1.2.2 | Determine Project Team | The Project Manager determines the project team and requests the resources. |
| 3 | 1.2.3 | Project Team Kickoff Meeting | The planning process is officially started with a project kickoff meeting which includes the Project Manager, Project Team, and Project Sponsor (optional). |
| 3 | 1.2.4 | Develop Project Plan | Under the direction of the Project Manager, the team develops the project plan. |
| 3 | 1.2.5 | Submit Project Plan | The project Manager submits the project plan for approval. |
| 3 | 1.2.6 | Milestone: Project Plan Approval | The project plan is approved and the Project Manager has permission to proceed to execute the project according to the project plan. |
| 2 | 1.3 | Execution | Work involved to execute the project. |
| 3 | 1.3.1 | Project Kickoff Meeting | The Project manager conducts a formal kick-off meeting with the project team, project stakeholders, and project sponsor. |
| 3 | 1.3.2 | Verify & Validate User Requirements | The original user requirements are reviewed by the project manager and team, then validated with the users/stakeholders. This is where additional clarification may be needed. |
| 3 | 1.3.3 | Design System | The technical resources design the new widget management system. |
| 3 | 1.3.4 | Procure Hardware/Software | The procurement of all hardware, software, and facility needs for the project. |
| 3 | 1.3.6 | Testing Phase | The system is tested with a select set of users. |
| 3 | 1.3.7 | Install Live System | The actual system is installed and configured. |
| 3 | 1.3.8 | User Training | All users are provided with four hours of training class. Additionally, managers are provided with an additional two hours class to cover advanced reporting. |
| 3 | 1.3.9 | Go Live | The system goes live with all users. |
| 2 | 1.4 | Control | The work involved the control process of the project. |
| 3 | 1.4.1 | Project Management | Overall project management for the project. |
| 3 | 1.4.2 | Project Status Meetings | Weekly team status meetings. |
| 3 | 1.4.3 | Risk Management | Risk management efforts as defined in the Risk Management Plan. |
| 2 | 1.5 | Closeout | The work to close out the project. |
| 3 | 1.5.1 | Audit Procurement | An audit of all hardware and software procured for the project ensures that all procured products are accounted for and in the asset management system. |
| 3 | 1.5.2 | Document Lessons Learned | The project manager along with the project team performs lessons learned meetings and documents the lessons learned for the project. |
| 3 | 1.5.3 | Update Files/Records | All files and records are updated to reflect the widget management system. |
| 3 | 1.5.4 | Gain Formal Acceptance | The Project Sponsor formally accepts the project by signing the acceptance document included in the project plan. |

# **Glossary of Terms**

Level of Effort: Level of Effort (LOE) is how much work is required to complete a task.

WBS Code: A unique identifier assigned to each element in a Work Breakdown Structure to designate the element’s hierarchical location within the WBS.

Work Package: A Work Package is a deliverable or work component at the lowest level of its WBS branch.

WBS Component: A component of a WBS that is located at any level. It can be a Work Package or a WBS Element as there's no restriction on what a WBS Component is.

WBS Element: A WBS Element is a single WBS component and its associated attributes are located anywhere within a WBS. A WBS Element can contain work, or it can contain other WBS Elements or Work Packages.