**22334VIC – Certificate IV in Cyber Security**

**VU21992 – Develop a cyber security industry project**

**Assessment Task 1 –** **Project Initiation & Planning**

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**Instructions**

In this assessment you work in teams of (ideally) 5-6 students as approved by the instructor.

This assessment is self-paced but recommended to be completed as detailed in the Unit Guide.

Plagiarism is not tolerated. You must acknowledge sources of information you use in your writing. You must reference whenever you quote, paraphrase or summarise someone else’s ideas (see [https://www.vu.edu.au/library/get-help/referencing/referencing-guides](about:blank) for further information).

It is advised that your team should use a project management board such as Trello/Jira to assign and manage tasks that are required to be completed. You are free to use whatever solution your team agrees on, as long as every member of your team has access to this space and your instructor can also access this space.

The contributions you make to your team are vital to the success of this project and completion of the unit.

Tasks must be assigned evenly, fairly and agreed on between the team members. If you do not complete the tasks which are assigned to you, you may not receive a satisfactory result for this unit.

You must include the following information on all items submitted for assessment:

* The names of your team members
* The Student IDs of your team members
* The date submitted
* 22334VIC – Certificate IV in Cyber Security
* VU21992 – Develop a Cyber Security industry project
* Assessment Task 1 – Project Initiation & Planning
* Create a single document containing your responses to all of the tasks listed below.
* Submit your work as a single PDF file to the VU21992 Assessment Task 1 Dropbox in VU Collaborate.

**Overview**

Refer to Appendix 1 below and review the project requirements. Once you have gained an understanding of what the requirements are of the project, you should create a formal report with your team outlining your project plan.

OzCazual have contacted your Cyber Security firm and your team has been tasked to secure their cloud infrastructure.

As part of the project planning, you must develop formal plans to manage the following:

* Project Scope
* Project Budget
* Project Schedule
* Project Risk
* Project Quality
* Project Communications

You do not need to produce plans for HR Management or Procurement Management.

NOTE: The operations and activities of the Project Team must include regular team meetings documented with meeting minutes, email trails and reports etc.

**Task 1.1 Project Requirements Definition**

Prepare statement of the business problem that is being addressed in this project, and an explanation of how you will solve this problem. You must list the stakeholders and information sources you have used in your analysis of the problem and explain how your project will address the issues. Finally, you must document the objectives the project will deliver and explain how these will resolve the underlying business problem.

**Task 1.2 Define Project Scope**

define the project scope explicitly listing what deliverables are and/or are not within the scope of the project. You must also define a high-level overview of the project indicating key milestones and documenting a high-level Work Breakdown Structure (WBS). You must also obtain sign-off from the business managers that the proposed project will deliver the key business problem.

**Task 1.3 Assemble Project Team & Allocate Responsibilities**

Allocate roles and responsibilities to each of the individuals in the project team. You must also define KPIs for each role/responsibility and for the project team as a whole.

**Task 1.4 Develop Work Breakdown Structure & Allocate Resources**

Develop the full Work Breakdown Structure to the individual Work Package level, allocating resources to each Work Package. You must define (simple) acceptance criteria for each work package. In all activities you must seek to minimise disruption of the regular business operations.

In addition you must prepare the project schedule and a draft project budget. (Use a notional cost of $150 per hour for staff resources). Finally, you must prepare a form for recording and reporting team member’s allocated duties, activities and progress to be completed weekly.

**Task 1.5 Prepare Scope, Quality, Budget, Schedule, Comms Management Plans**

You must document processes for the following activities:

* Project Scope Management
* Project Quality Management
* Project Budget Management
* Project Schedule Management
* Project Risk Management
* Project Communications Management

**Task 1.6 Finalise Project Plan and Obtain Approval**

You must prepare a report to the system designer documenting any issues with the proposed design and engage in the Scope Management process to resolve these issues. Once all issues have been resolved, you must prepare a final Project Plan (with Executive Summary) for submission to the Project Sponsor for formal approval to proceed.

(Report: Dependent on Issues identified)

**Appendix I**  
  
OzCazual have been running a local webserver to host their e-commerce website and Active Directory using Windows Server 2008. OzCazual have recently had a sudden 200% increase in online sales and as a result have also had an influx in staff. Due to this sudden increase OzCazual cannot scale their local server to meet the demand of the business and have hired some server administrators to move their services to the cloud.   
The server administrators cannot migrate any systems to the cloud until the cloud environment has been secured.  
  
The server administrators have recommended that OzCazual hire a team of Cyber Security specialists to secure the newly deployed cloud infrastructure, so they can proceed with the migration in a safe and secure environment.

**Amazon AWS Cloud Infrastructure**

![Diagram, schematic

Description automatically generated]()

AD Server  
Windows Server 2019  
  
  
Web Server  
Amazon Linux 2

practices related to the AWS services being utilized.