

**Final Project**  
**Due date: 1<sup>st</sup> of June**

- In same groups of assignments 1 and 2, plan for at least two group meetings with your team to:

**a) Find and discuss a case/ or develop your own project:**

Due to the challenge of the current pandemic and the stay at home recommendation, schools and universities had to shift to e-learning (e.g. learning management systems), and the businesses are using collaboration systems varying from simple tools to knowledge management-based ones.

Assume you are a project manager in charge of developing and initiating/ or evaluating (depending on your selection of option 1 or 2) an innovative IT project (e-learning platform for education or training/ **or** a collaboration system for one of the businesses):

- Option 1: Develop your own innovative project – (within the above specified areas e-learning or collaboration systems)
- Option 2: Documented case study (within the above specified areas e-learning or collaboration systems)– search e.g. the Internet

**b) Prepare content of presentation:**

You will assess the chosen project based on the knowledge that you have acquired throughout the course: each team member is required to choose **two knowledge areas**, where the team needs to cover the following areas as a must (**scope/time/HR/communication/quality management/ integration**) in addition to other knowledge areas upon your selection. (e.g.: a team of 4 members need 8 KAs).

Apply your chosen KAs to the selected case/ project, i.e.:

In case if you select Option 1, which is to develop your own innovative project (i.e. a new idea), discuss how you can apply the tools and templates we learnt, within the selected knowledge areas and their underlying processes, on your project.

If you select Option 2 which, is a documented case study, compare what has happened with your recommended activities within each area, its processes and underlying tools, and provide innovative recommendations on how to improve the project performance in each area.

**c) Prepare the presentation itself:**

Decide on the important information that is relevant to the case (see structure below), include it in your presentation, prepare the visual aids and decide on the contribution of each member to that presentation. There should be an introductory slide with all team members, tutorial number and their IDs, together with which KAs were covered by which member.

**Content / structure of the Group Presentation: 25-30 minutes recorded presentation**

1. **Introduction of the case** or your own innovative project in the selected field e-learning or collaboration system (including a brief overview about the university/ or school/ or company)
2. **Analysis** of the case/ or your own innovative project: Discuss the case/ or your own innovative project **for each knowledge area**, and **identify its processes** (for Option 1/ Option2) and what has been done including tools used (for Option2) in each one of them. Discuss each area separately.
3. In case of Option 1 (a new idea), **apply what you have done** in step two using **templates** provided throughout the course or applying actual tools for the chosen KAs  
If you select Option 2 (using a case study), include recommendations for the project: state your evaluation of the project and then recommend solutions on how to improve this project.

**Content / structure of the Individual Report (IS Major students ONLY)**

1. Introduction of the case (and the company, if needed) [1 page + cover page]
2. Analysis of the case/ or your own innovative project: Discuss the case/ or your own innovative project for **each** knowledge area and identify its processes (for Option 1/ Option2) and what has been done including tools used (for Option2) in each one of them. Discuss each area separately [6-8 pages]
3. In case of Option 1 (a new idea), apply what you have done in step two using templates provided throughout the course or applying actual tools for the chosen KAs  
If you select Option 2 (using a case study), include recommendations for the project: state your evaluation of the project and then recommend solutions on how to improve this project. [2-4 pages]

**Evaluation Criteria for the Group Presentation**

1. Content of presentation: coverage of the required ITPM issues and processes (see above), depth of analysis and overall quality of the material presented, understanding & reflections concerning the approach presented (out of 10 points)
2. Clearness of presentation: structure (see above), speech/language, visual aids, delivering message, clear recorded sound (out of 6 points)
3. Presentation slides, available video at the **bottom of the slide of the presenter**, reading/ non reading skills, video duration (out of 4 points)

**Evaluation Criteria for the Individual Report for IS major students ONLY:**

All members should submit only one report with a cover page including the work of each one of them. Introduction and conclusion grades are shared however the rest is individually evaluated.

1. Clarity and structure (6 points): includes a brief introduction about the topic and an introduction to the knowledge area in focus.
2. Analysis (9 points): listing the main components for the knowledge area including its underlying processes (for Option 1/ Option2) and what has been done including tools used (for Option2) in each one of them (depends on the knowledge area in focus)
3. Recommendations (3 points): In case of using a case study, include recommendations for the project. State your evaluation of the project and then recommend solutions on how to improve this project. In case of a new idea, apply what you have done in step two using templates provided throughout the course or applying actual techniques for the chosen KAs

**Submission Guidelines:**

- Only one submission per team
- At the beginning of each KA, there should be a slide of the presented KA with the team member name presenting it beside his audio and webcam to ensure fair grades.
- Submission should be a .zip file containing:
  1. PowerPoint Presentation
    - a. Should include each group member's audio + webcam recording for their respective parts
    - b. Exported as video (HD/720p quality)
    - c. An introductory slide with all covered KAs and the members' names
  2. [IS Majors only] Project Report (as one combined PDF)