

# A NOVEL METHOD FOR HANDWRITTE DIGIT RECOGNITION SYSTEM

## Project planning tools;

Tight deadlines, limited resources, tricky stakeholders and demanding customers – for anyone who has ever managed a project, these things are all too familiar. As a manager you want to deliver high quality projects to meet the specification, stakeholder needs, deadline – and budget! You know that you need all the help and resources you can get, and central to success is the need for project planning.

Effective project planning is even more vital when you're in charge of a new and unfamiliar project, with a high degree of uncertainty and risk. So the challenge is: how do we go about organising people and resources – and preparing for unforeseen challenges? The answer is to use one or more of the established project planning models out there. But how

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The model is broken down into four distinct processes, each designed to address a specific aspect of project management:

- Definition: weighing up the need for the project and identifying specific results. Clarifying the timing, cost, resources and performance parameters.
- Planning: determining 'who with', 'do what' and by when, and managing risk.
  - Implementation: the delivery, monitoring and evaluation of the project.
- Project management communication: this process is woven throughout definition, planning, and

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Starting Up a Project (SU)

Initiating a Project (IP)

Directing a Project (DP)

Controlling a Stage (CS)

Managing Product Delivery (DP)

Managing Stage Boundaries (SB)

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Closing a Project (CP)

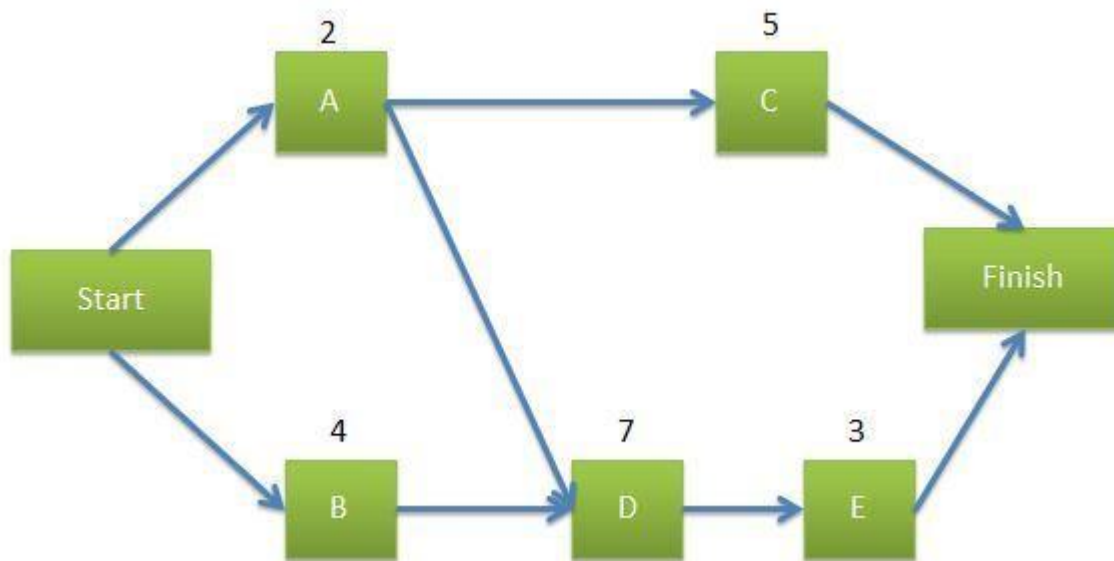
Planning (PL)

Setting objectives, establishing an approach and setting up the project team.

Planning the whole project in terms of time and resources.

Determines who authorises each project stage.

## Project planning tool step diagram



## Log Frames

- The term 'Log Frames' is a shortened version of Logical Frameworks. It was developed as a tool for strategic planning and adopted by the United States Agency for International Development (USAID) in 1969. Since then it has been adapted further and is now used widely by INGOs. Part of this popularity is less to do with its effectiveness and more to do with its link to funding agencies. Log Frames combines both a top down approach of identifying the activities in a project with a rigorous risk and

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assumptions analysis. It does this by cross-referencing seven key areas in a 4x4 matrix:

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1, Project summary

2, Goal

3, Purpose

4, Outputs

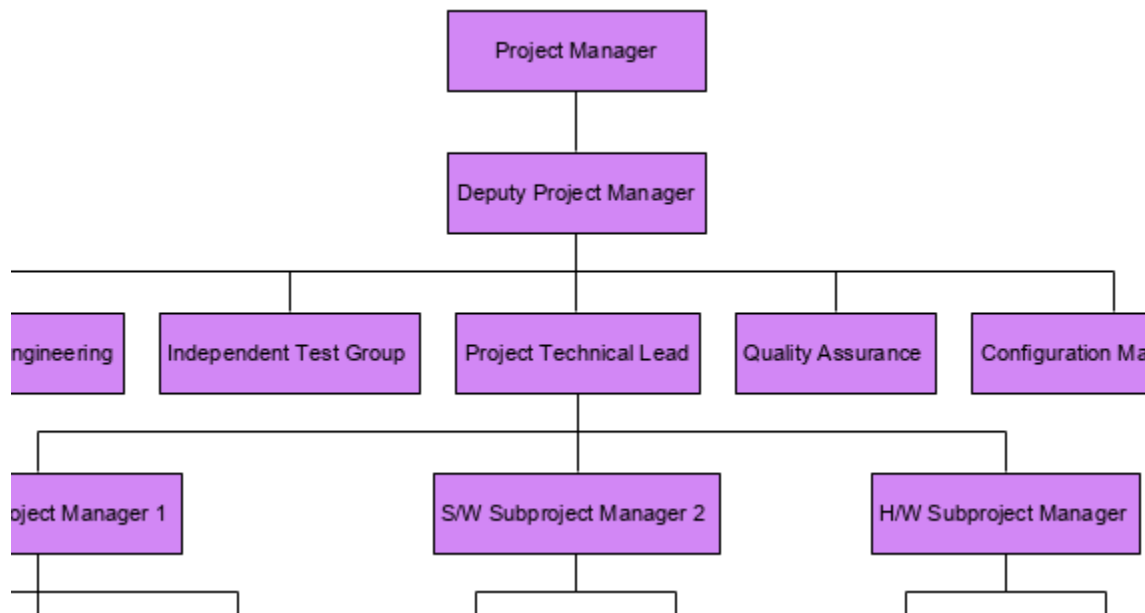
5, Activities

Indicators of achievement Means of verification Important risks and assumptions

The terms in the matrix above can be defined as:

- Goal / Objective: why are we doing this project?
- Purpose: what results do we expect, what will the impact or effect of our project be?
- Outputs: what are the deliverables?
- Activities: what needs to be done in order to deliver the outputs?
- Indicators of achievement: how will we know we have been successful?
- Means of verification: what sources of data are there to check our results/ progress? E.g. documents, surveys
- Risks and assumptions: what assumptions about external factors underly the

## project planning manager tools diagram



## Systems Model

The Systems Model was developed by =mc to address the needs and challenges of

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the not-for-profit sector. Much of the work of the not-for-profit sector is based around 'open' or 'messy' projects – that is those where the outcome is may change during the project cycle and or may involve multiple considerations and needs and is therefore not simply 'tangible'.

The Systems Model clearly emphasises defined success criteria linked to both the output and the purpose, with a consistent focus on reviewing and monitoring along the way. In this sense it is very different from PRINCE where the 'how' often takes over, and from Kepner-Tregoe/Logrames where the emphasis is on sticking to the predetermined framework.

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Stage 1

Rationale

Relationships

Results

The logic of the project consisting of:

Driver – what is the reason we are doing this project? What is the problem or opportunity it is addressing?

Task – what are we going to do?

Purpose – what do we hope to achieve? What will the project change?

Who has ultimate accountability? Who are the stakeholders and what are their concerns? Who else is affected?

What will we achieve and what will change? How will we measure success? Who is this result important to?

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