**Activity #2**

**Individual**

* 1. How the projects are selected in organization and used in IT departments?

Projects are being identified in an organization when someone recognizes a business need to build a system. This is occurring within a business, even in IT departments, discovering a steering committee charge with identifying business opportunities or can even evolve from a recommendation made by an external consultants.

* 1. What is the difference between a methodology and work plan? How they are related to each other?

Methodology is the approach you are going to use to fix the problem occurring in your project, thus, it is the provided set of rules that you need to organize the project you are working on. This will help you to identify where is the start, middle, and end part of your project. It prevents parts or ideas from being scattered and unorganized.

While the project execution or work plan is basically are the steps you are going to do in each step of the methodology. This plan includes the dates and deadlines, resources capacity, and budgeting for the costs of execution.

The two are related to each other because they are mutually interconnected. One must occur to produce the other. If one is not on count, the project may be hard to execute or build.

* 1. What are the key factors in selecting a methodology?
* Project focus (e.g. task activities versus final product)
* Customer and stakeholder involvement
* Industry
* Flexibility of timeline
* Allotted budget
* Number and type of teams working on the project
* Complexity of projects
* Resources needed versus resources available
* Scalability of project
* Resistance to change
* Rigidity of structure
* Specialization of roles
* Set start and end dates
  1. If you are a project manager, what are the best ways to motivate your team and which is the worst?

If I were going to be a project manager, the ways I will do to motivate my team are:

a.) Set achievable goals

Having a detailed agenda from the beginning of the project is great so that each team member will know of their responsibilities and the work will be divided fairly. Good preparation will help the team to avoid common setbacks such as allocating too much work to one team member leading to poor quality results and him/her being pressured.

b.) Catch up with your team members

Asking your team for feedbacks on the project will also encourage them to feel more involved. Knowing that their superior values their opinion, is a powerful motivator and is likely to contribute to a more close-knit team.

c.) Offer praise for good work

Offering compliments to your employees that you feel have gone above and beyond the expected, making sure that you are commending them in front of your team so that the other team members will be inspired and will see the results of someone’s hard work.

For me, the worst way is to actually ask for the story. Nothing affirms an employees’ great work. By honoring the story behind the work, you honor the results as well. You must trust each and every member of your team so that all of you will grow closely.

* 1. Suppose that you are an analyst working in small company to develop website for an online shopping company. What methodology would you use and why?

If I were an analyst, the methodology I would use will probably ‘project focus’. Since, all companies experience circumstances and problems that they did not expect to occur, I thought being extra focused on the job you are working on will get you motivated to overcome all the struggles. This will also help the company to stay surviving even if the situation tells otherwise.

**Group**

1. **Case Analysis:**

Gel Que is an IS project manager facing a difficult situation. Gel works for the Bankarote Savings Bank which has recently acquired the Tipid Savings and Trust Company. Prior to the acquisition, Bankarote and Tipid were bitter rivals, fiercely competing for market share in the city. Following the acrimonious takeover numerous staff were laid off in many banking areas including IS. Key individuals were retained from both banks’ IS areas, however, and were assigned to a new consolidated IS department. Gel has been made project manager for the first significant IS project since the takeover, and faces the tasks of integrating staffers from both banks on his team. The project they are undertaking will be highly visible within the organization and the time for the project is somewhat demanding. He believes that the team can meet the project goals successfully but success will require that the team become cohesive quickly and that potential conflicts are avoided. What strategies do you suggest that Gel implement in order to help ensure a successfully functioning team? Elaborate your answer.

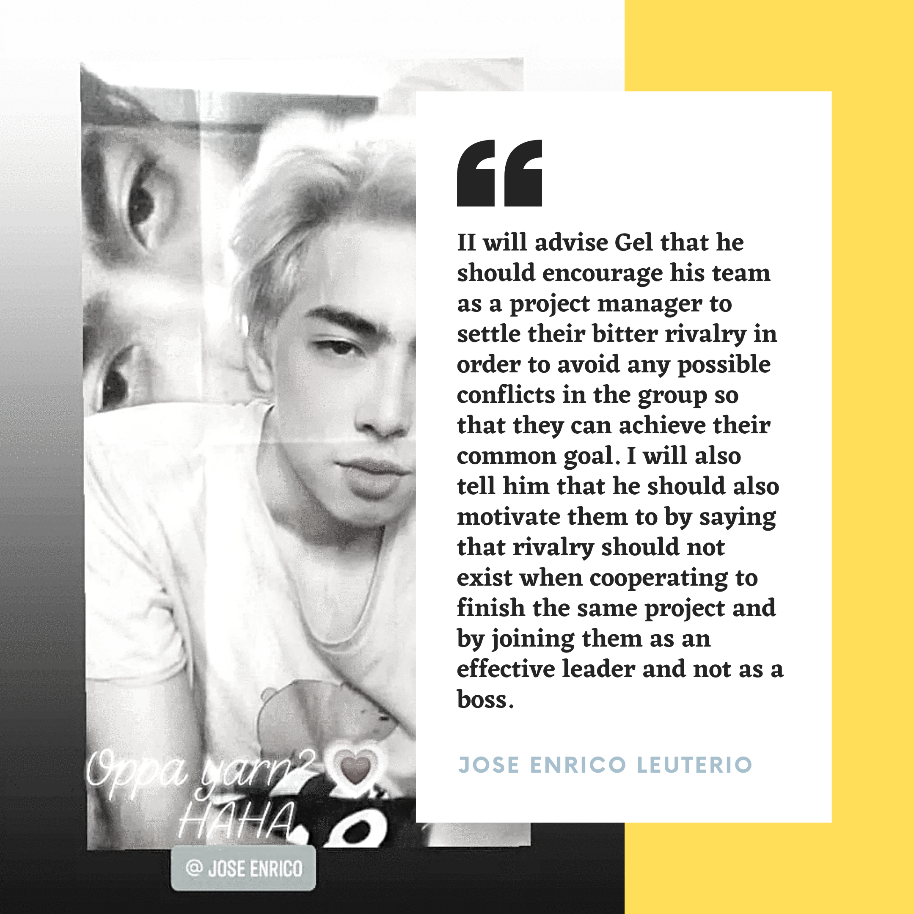
Gel is in a very difficult situation. Since this is the very first project that the team would do, everyone is still testing the waters adjusting to the situation. Given the situation that they used to be rivals, it will be hard for Gel to reconnect each members of the team with each other and avoid tension. Here are our advices for Gel:











1. **CBA**

Create a 5-year projection of Cost-Benefit Analysis that you are going to present to Rob-In Sons, Inc. The company wished your team to develop a Human Resource and Payroll Systems for them to be implemented by next year. The increase/decrease of amount is approximately 7% annually and rounded-off to nearest ones. How much is the amount of development and when will be the Return of Investments (ROI) happened? At what rate the ROI increases yearly?

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | 2021 | 2022 | 2023 | 2024 | 2025 | TOTAL |
| Benefits: |  |  |  |  |  |  |
| Tangible Benefits •Increase Sales |  | 500,000 | 535,000 | 572,450 | 612521.5 | 2,219,972 |
| •Reduction to customer customer complaints |  | 50,000 | 53500 | 57245 | 61252.15 | 221,997 |
| •Reduced inventory costs |  | 80,000 | 85600 | 91592 | 98003.44 | 355,195 |
| •Increase in  advertisements |  | 70,000 | 74900 | 80143 | 85753.01 | 310,796 |
| Intangible Benefits •Staff productivity |  | 50,000 | 53500 | 57245 | 61252.15 | 221,997 |
| •Speed service |  | 80,000 | 85600 | 91592 | 98003.44 | 355,195 |
| •Reliable and accurate reports |  | 60,000 | 64200 | 68694 | 73502.58 | 266,397 |
| Total Benefits |  | 890,000 | 952,300 | 1,018,961 | 1090288.27 | 3,951,549 |
| Development Costs | | | | | | |
| •Server | 200,000 | 0 | 0 | 0 | 0 | 200,000 |
| •2 Printers @ 15,000 | 30,000 | 0 | 0 | 0 | 0 | 30,000 |
| •Software Licenses | 70,000 | 0 | 0 | 0 | 0 | 70,000 |
| •Server Software | 30,000 | 0 | 0 | 0 | 0 | 30,000 |
| •Development Labor | 1,900,000 | 0 | 0 | 0 | 0 | 1,900,000 |
| Total Development  Costs | 2,230,000 | 0 | 0 | 0 | 0 | 2,230,000 |
| Operational Costs | | | | | | |
| •Hardware |  | 100,000 | 93,000 | 86490 | 80435.7 | 359,926 |
| •Software |  | 30,000 | 27900 | 25947 | 24130.71 | 107,978 |
| •Operational Labor |  | 90,000 | 83700 | 77841 | 72392.13 | 323,933 |
| Total Operational Costs |  | 220,000 | 204,600 | 190278 | 176958.54 | 791,837 |
| Total Costs | 2,230,000 | 220,000 | 204,600 | 190278 | 176958.54 | 3,021,837 |
|  | | | | | | |
| Total Benefits - Total Costs | -2,230,000 | 670,000 | 747,700 | 828,683 | 913,330 | 929,713 |
| Cumulative Cash Flow | -2,230,000 | -1,560,000 | -812,300 | 16,383 | 929,713 |  |
| Return of Investment (ROI) | 0.542153746 |  |  |  |  |  |
| Break-Even Point (BEP) | 0.980230076 |  |  |  |  |  |