

# Project Management

Assessment ONE

70415 Jinwoong LEE

Name of Student	Jinwoong LEE	ID	70415
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# Assessment 1 – Case Study

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## Instruction:

This task is to be completed individually. You need to analyse a case scenario and complete all the tasks mentioned after the scenario.

You need to demonstrate your IT project management ability to identify business strategy and gaps. You will also need to suggest a feasible solution to overcome identified gaps and produce a project charter along with a WBS to implement the proposed solution.

## Duration:

Trainer will set the duration of the assessment.

All my working could be checked <https://wellsjohn220.github.io/pmt32023by12345>

## Case Study:

My Own Project:

### **Joe's TRAVEL BLOG WEB Project**

- Build a travel Information blog website.
- MOBILE-FRIENDLY Responsive web.

Vital Statistics:

- Number of project tasks 6
- Project duration: 3 Weeks
- Project budget: \$ 3,750.00
- Number of users: 100

#### Task 1: Identify Business Strategy and Gap

##### Analyse Strategy

- ➔ After pandemic, the demand of travel is showing an explosive increase.
- ➔ So, Our company decides to launch new travel blog website.
- ➔ Our goal is good and useful travel information to users.
- ➔ Mobile-friendly responsive web is essential.
- ➔ After collecting users, make partnership with companies in the travel industry.

##### Gap

It's not easy to collect users.

#### Task 2: Recommend a feasible solution

- To collect users, needs to provide various and useful travel information.
- Make good website(responsive web, No-ad)
- Advertise on Social Media(e.g. Instagram, twitter, Facebook, etc.)

### Task 3: Produce a Project Charter

Project Charter link:

[https://docs.google.com/spreadsheets/d/1qMovCsfdUluTGRajoMwVj7IfLSitYyMrf\\_ul31H\\_80E/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1qMovCsfdUluTGRajoMwVj7IfLSitYyMrf_ul31H_80E/edit?usp=sharing)

Project Charter					
Project No.:		70415		Date Charted: 20/10/2023	
Travel Blog Web Project					
Goal Statement					
Build and Launch the travel blog website					
Project Leader					
Joe LEE					
Project Team			Support Personnel		
Name	Role	Name	Role		
1 Joe	Web developer				
2 Avia	Editor				
3 Dan	Designer				
4 Sam	Researcher				
5					
6					
Scope			Deliverables		
1	Contents Research	Various Travel Information			
2	Write Blog	Blogs to publish			
3	Review	Check spells and contents			
4	Select Web Design	Mobile-friendly web design			
5	Build Website	Responsive Web			
6	Test	Website work properly			
Start Date			Estimate Completion Date		
23/10/2023			12/11/2023		
Milestones					
	1	2	3	4	5
Description:	Phase 1 - Contents	Phase 2 - Website			
Date:	1/11/2023	12/11/2023			
Signatures - The signatures of the people below document approval of the formal Project Charter					
		Signature		Date	
Project leader:		<i>JL</i>		20/10/2023	
Sponsor:		<i>AH</i>		20/10/2023	

The Project Leader is empowered by this charter to proceed with the project as outlined above.

## Task 4: Project Documents

Link: <https://josephlee01.github.io/70415-t4-2023/>

### T4 2023

## PROJECT MANAGEMENT

[View Gantt Chart](#)  
[Download Assessment One](#)  
[Download Assessment Two](#)  
[View Project Charter](#)  
[View Project Sign-off Sheet](#)  
[View Contractor Evaluation](#)




 WIC 70415 Jinwoong LEE - T4/2023

Gantt Chart:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC
	Travel Blog Web Project																												
	Joe Travel Pty Ltd				Project Start		23/10/2023																						
	Joseph LEE				Display week		1		23/10/2023						30/10/2023						06/11/2023								
									23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12
	Task		Assigned	Progress	Start	Days	End		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
	Phase 1			84%	<div></div>		23/10/2023																						
	Contents Research		<div>Sam</div>	98%	<div></div>		23/10/2023																						
	Write Blog		<div>Dan</div>	90%	<div></div>		26/10/2023																						
	Review		<div>Avia</div>	65%	<div></div>		30/10/2023																						
	Phase 2			81%	<div></div>		02/11/2023																						
	Select Web Design		<div>Dan</div>	90%	<div></div>		02/11/2023																						
	Build Website		<div>Joe</div>	88%	<div></div>		04/11/2023																						
	Test		<div>Avia</div>	65%	<div></div>		11/11/2023																						
	Project Summary																												
	Total Duration		21																										
	Total Budget		\$3,750.00																										
	No. of Tasks		6																										

## Task 5: Project Closure

CLIENT PROJECT SIGN-OFF FORM	
Dear Client, This form is to sign-off completion of your project with us. Kindly complete as best as possible and send back to us.	
PROJECT NAME: Joe's Travel Blog Web Project	PROJECT MANAGER: Joe Lee
START DATE: 23/10/2023	COMPLETION DATE: 02/11/2023
PROJECT DURATION: 3 Weeks	SPONSOR:
PROJECT GOAL: Build Travel Blog Website	
PROJECT DELIVERABLES:  <a href="https://josephlee01.github.io/70415-t4-2023/">https://josephlee01.github.io/70415-t4-2023/</a>	
CLIENT'S REMARK:	
BY SIGNING THIS DOCUMENT, I ACKNOWLEDGE THAT I HAVE DELIVERED ALL THE STATED DELIVERABLES.	BY SIGNING THIS DOCUMENT, I ACKNOWLEDGE THAT I HAVE RECEIVED ALL THE STATED DELIVERABLES.
PROJECT MANAGER NAME AND SIGNATURE:  Joe LEE 	SPONSOR NAME AND SIGNATURE:
DATE: 02/11/2023	DATE:

<h3>Introduction</h3> <p><i>Explain what the project was, who was involved and other high-level project information</i></p>		<h3>Project Objectives &amp; Goals</h3> <p><i>List down the project objectives and goals as explained in the project plan</i></p>		
<h3>Lessons Learned</h3>				
<h4>Category</h4> <p><i>The high-level topic this belong to</i></p>	<h4>Issue</h4> <p><i>Describe what happened</i></p>	<h4>Problem/ Success</h4> <p><i>What failed or what succeeded</i></p>	<h4>Impact</h4> <p><i>What effect did it have on the project</i></p>	<h4>Recommendations</h4> <p><i>What actions should you take to improve the situation</i></p>

Helpful web links to complete the assessment:  
<https://josephlee01.github.io/70415-t4-2023/>

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T. +61 29283 4388 | E. [info@wic.edu.au](mailto:info@wic.edu.au)  
Lower Ground, 101 Sussex St., Sydney NSW 2000 Australia | [www.wic.edu.au](http://www.wic.edu.au)

ABN:19080 559 600 | CRICOS CODE:1856 | RTO:90501