IT PROJECT MANAGEMENT

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Executing Your
Software Project Plan

Working the Project Plan

Authorizing the Project Work

The WAS (work authorization system) is simply a document that includes information on

- Project tasks that need to be completed

- Sequence for completing required tasks

- Documents and/or deliverables that need to be developed

- Methods of tracking project progress

- Required approvals for authorizing work

- Project start date

- Project end date

- Required resources

- Special considerations

Using a project management information system

PMIS enables you to:

- Track resources to find out whether team members are available, overextended, and on track with their deadlines.
- Control project changes, making updates as needed.
- Track project activities, such as writing specifications, documenting unit test plans or creating CBTs.
- Report on the status of project activities using templates. The template may be a dashboard that is incorporated into the PMIS; it could also be a standard report set up in the PMIS.
- Compare the current status of your project to a baseline.
- Track risks associated with the project.
- Analyze project conflicts, such as a resource being overextended or two activities being assigned sequentially when they should be consecutive.
- View and share project calendars.
- Check the status of project costs and schedule