



Welcome to this session:

Project Planning and Scheduling - Part 2

The session will start shortly...

Any Questions?
Drop them in the questions section.



Safeguarding & Welfare

We are committed to all our students and staff feeling safe and happy; we want to make sure there is always someone you can turn to if you are worried about anything.

If you are feeling upset or unsafe, are worried about a friend, student or family member, or you feel like something isn't right, speak to our safeguarding team:



Ian Wyles
Designated Safeguarding
Lead



Simone Botes



Nurhaan Snyman



Rafiq Manan



Ronald Munodawafa



Tevin Pitts

Scan to report a
safeguarding concern



or email the Designated
Safeguarding Lead:
Ian Wyles

safeguarding@hyperiondev.com



Democracy

Every person's opinions matter.

Respect

We look after each other.

Tolerance

We accept each other's differences.

British Values

Rule of Law

We keep to the rules.

Liberty

We are free to make choices.

A group of diverse people, including men and women of various ethnicities, are shown from the chest up, giving thumbs up. They are smiling and looking towards the camera. The image has a teal overlay.

HOUSEKEEPING

Leadership & Management Live Lectures – Housekeeping

- The use of disrespectful language is prohibited in the questions, this is a supportive, learning environment for all - please engage accordingly.
 - ***(Fundamental British Values: Mutual Respect and Tolerance)***
- No question is daft or silly - **ask them!**
- Should you have a question during the lecture, please feel free to **post in the Questions section** and I will respond throughout.



Leadership & Management Live Lectures – Housekeeping

- Activating **live captions** in your browser's accessibility settings is a helpful option for better understanding, especially for those with hearing impairments or challenges with accents.
- For all **non-academic questions**, please submit a query: www.hyperiondev.com/support
- Report a safeguarding incident: www.hyperiondev.com/safeguardreporting
- Should you have any further questions or want to provide us with feedback, please feel free to post them [here](#).
- [GitHub Link to access L&M Presentation Slides.](#)





CONNECTION before content...

Open Questions...



Question 1

"Have you ever had a plan that seemed perfect on paper, but halfway through, everything changed? How did you adapt to keep things on track?"



**KEEP
CALM
WE HAVE A
CHANGE
OF PLANS**



Question 2

"Imagine you have a big project but only a small team or limited resources. How would you decide who does what to get the best results?"

Question 3

"What's more challenging; having too few resources to meet a project goal or having plenty of resources but not using them efficiently? Why do you think that is?"



LEARNING OUTCOMES

A black and white photograph of a diverse group of people, likely students or professionals, seated in a classroom or meeting room. In the foreground, a woman with curly hair is smiling and raising her right hand. To her right, a man in a plaid shirt is also smiling. Other individuals in the background are looking towards the front of the room, some with attentive expressions. The overall atmosphere is one of active participation and learning.

Learning Outcomes



- Gain agility in **monitoring and adjusting project plans**, fostering an agile approach to project management.
- Acquire proficiency in **optimal resource allocation** for enhanced project efficiency.





THE NITTY GRITTY



MONITORING AND ADJUSTING PROJECT PLANS

MONITORING AND ADJUSTING PROJECT PLANS

It's all about checking how things are progressing, spotting when something's off track, and **making smart adjustments to keep everything moving in the right direction as things change.**



MONITORING AND ADJUSTING PROJECT PLANS



Progress Tracking

Regularly **track the progress of individual tasks and milestones** against the established project timeline.

Utilise project management tools to monitor **completed, ongoing, and upcoming activities.**

MONITORING AND ADJUSTING PROJECT PLANS

Progress Tracking

At Apple, project managers **leverage tools like Jira and Trello** during product development.

When developing a new MacBook, tasks such as design finalisation, prototype creation, and production scheduling are **tracked meticulously**.

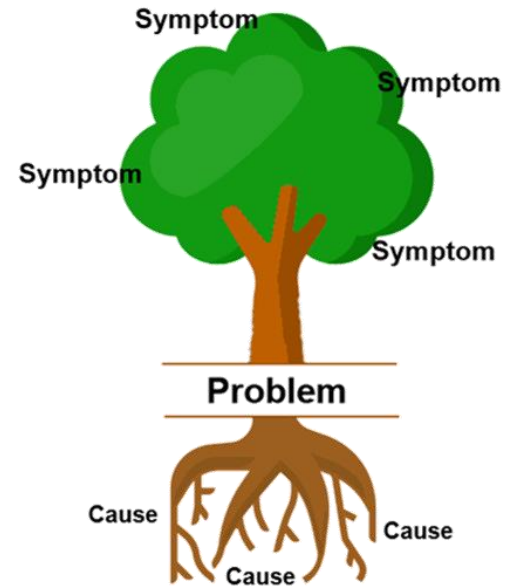
This ensures every department; from **R&D to marketing, is aligned** and **delays are flagged early** to avoid disruptions in launch timelines.

MONITORING AND ADJUSTING PROJECT PLANS

Deviation Assessment

Assess deviations from the original project plan. **Identify the root causes of deviations** to understand the factors influencing project performance.

This proactive approach enables project managers to **address issues promptly and mitigate their impact** on project timelines.



MONITORING AND ADJUSTING PROJECT PLANS



Deviation Assessment

Apple's product teams, when faced with delays due to global supply chain issues, **conduct thorough assessments.**

For instance, during the launch of the iPhone 14, delays in component **shipments were addressed by rerouting orders to alternative suppliers**, ensuring minimal impact on release schedules.

MONITORING AND ADJUSTING PROJECT PLANS

Key Performance Indicators (KPIs)



KPIs provide **quantifiable metrics for evaluating project success** and can be used as benchmarks for performance assessment.

Regularly reviewing KPIs aids in identifying areas that require adjustment to ensure **project alignment with organisational goals**.

MONITORING AND ADJUSTING PROJECT PLANS

Key Performance Indicators (KPIs)

Amazon uses KPIs like **delivery times, warehouse efficiency, and customer satisfaction scores.**

During peak holiday seasons, these metrics are closely monitored. If **delivery times exceed benchmarks, resources are reallocated;** such as adding more delivery drivers; to ensure customer expectations are met.



MONITORING AND ADJUSTING PROJECT PLANS

Stakeholder Communication

Maintain transparent and consistent communication with stakeholders regarding project progress.

Share updates, milestones achieved, and **any deviations from the plan**.

Effective communication fosters understanding among team members and stakeholders, **promoting a collaborative atmosphere and garnering support for necessary adjustments**.

MONITORING AND ADJUSTING PROJECT PLANS

Stakeholder Communication



At Microsoft, teams managing Azure cloud services send **regular progress reports to stakeholders**, highlighting key milestones and addressing any risks.

For example, if an upgrade to the platform is delayed due to unexpected technical challenges, the team provides **timely updates along with their mitigation strategies, ensuring stakeholder confidence.**

MONITORING AND ADJUSTING PROJECT PLANS

Resource Reallocation

Effective resource reallocation ensures that tasks are adequately staffed and **prevents overburdening team members.**

This strategy optimises resource efficiency and **helps maintain project momentum.**



MONITORING AND ADJUSTING PROJECT PLANS

Resource Reallocation

Toyota's production lines embody resource reallocation.

If a bottleneck arises in the assembly line due to a machine malfunction, additional workers are temporarily assigned to manual assembly processes to prevent production delays, maintaining the flow of operations.



MONITORING AND ADJUSTING PROJECT PLANS

Risk Management And Contingency Plans

Regularly revisit the risk management plan and contingency strategies. Assess whether previously identified risks have materialised and, if so, activate contingency plans to minimise their impact.

Proactive risk management contributes to project resilience and minimises disruptions.



MONITORING AND ADJUSTING PROJECT PLANS



Risk Management And Contingency Plans

SpaceX meticulously **prepares contingency plans for its rocket launches.**

If a launch is delayed due to adverse weather conditions, **alternative timelines and resources are immediately activated**, ensuring minimal disruption to mission objectives.

RULE OF LAW

Proactive risk management respects organisational policies and ensures **decisions are made within a clear framework.**

This demonstrates the importance of adhering to the Rule of Law while **navigating project challenges.**

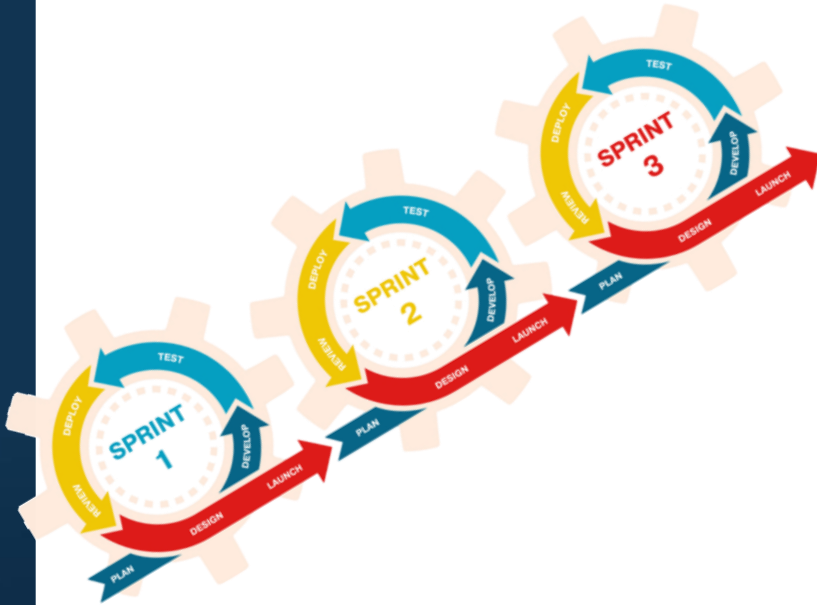


MONITORING AND ADJUSTING PROJECT PLANS

Agile Project Management

Agile approaches facilitate **iterative development and continuous improvement**.

Making it **easier to adjust project plans** based on changing requirements or unforeseen challenges.



MONITORING AND ADJUSTING PROJECT PLANS

Agile Project Management

Google's software **development teams rely on agile practices**, particularly for products like Google Workspace.

Agile sprint reviews allow teams to assess progress, address unforeseen issues; like user feedback requiring a feature adjustment, and **implement changes seamlessly during the development cycle.**



MONITORING AND ADJUSTING PROJECT PLANS

Team Collaboration And Feedback

Team members often possess valuable insights into task dependencies, potential roadblocks, or opportunities for improvement.

Incorporating their input enhances the accuracy and feasibility of adjustments.



MONITORING AND ADJUSTING PROJECT PLANS

Team Collaboration And Feedback



At Procter & Gamble (P&G), project teams working on new product innovations **hold regular brainstorming sessions.**

During the development of a new laundry detergent, team members **identified potential supply chain delays and proposed alternative suppliers**, ensuring smooth production and launch.

MONITORING AND ADJUSTING PROJECT PLANS

Lessons Learnt Analysis



Apply insights gained from past experiences to refine current project plans.

This reflective approach contributes to a more robust planning process and **minimises the likelihood of repeating mistakes.**

MONITORING AND ADJUSTING PROJECT PLANS

Lessons Learnt Analysis

IBM's project managers review past IT system implementations **to identify bottlenecks and successes.**

Insights from a prior cloud migration project; such as underestimated server downtime, are used to refine strategies in subsequent migrations, **reducing risks and improving efficiency.**



1. How can a proactive approach to monitoring and adjusting project plans contribute to resilience in my projects?
2. What strategies can I implement to foster effective stakeholder communication and collaboration during adjustment?

Midway



A hand is pointing at a 3D pie chart resting on a dark, textured wooden surface. The pie chart is divided into four segments of varying shades of gray. The hand is positioned at the top left, with the index finger pointing towards the chart.

ALLOCATING RESOURCES EFFECTIVELY

ALLOCATING RESOURCES EFFECTIVELY

Making the **best use of resources is a game-changer** for successful project management.

It's all about getting the **right people and tools on the right tasks at just the right time.**

When resources are used wisely, everything runs more smoothly, there's less waste, and **projects have a much better chance of success.**

ALLOCATING RESOURCES EFFECTIVELY

Key Considerations And Strategies

- ✓ Resource Identification.
- ✓ Skill Assessment.
- ✓ Workload Distribution.
- ✓ Resource Availability & Constraints.
- ✓ Prioritisation Of Critical Tasks.
- ✓ Flexibility and Adaptability.
- ✓ Technology & Tools.
- ✓ Continuous Monitoring & Adjustment.
- ✓ Communication & Collaboration

DEMOCRACY

Allocating resources is not just about balancing workloads; **it's about giving everyone a voice.**

When **team members have a say in how tasks are distributed**, it reinforces democratic principles, making everyone feel valued and fostering collaboration.




LIBERTY

Flexibility in resource allocation **allows team members to take ownership of their roles**, fostering individual liberty.


When **people feel empowered to adapt and make decisions**, they perform at their best.



Time To Reflect

- 
1. How can a proactive approach to resource identification, skill assessment, and continuous monitoring contribute to optimising resource allocation in my projects?
 2. What strategies can I implement to foster effective communication and collaboration among your team members during the resource allocation?

QUESTIONS & ANSWERS



A person wearing a checkered shirt is holding a large, clear glass bottle filled with coins. The bottle is nearly full, and the person's hands are positioned at the top, possibly securing the cap or holding it steady. The background is blurred, suggesting an indoor setting.

LECTURE CONCLUSION & RECAP

Thank you for attending



CoGrammar



Department
for Education