CSE5PM
Workshop 5

Semester 1, 2024

Project Scope and Schedule Management

Prerequisite for these workshops

- Ensure you have gone through the previous week's lecture content.

- Try and complete the workshop task from previous weeks, as most of the work we do from now on will be continuation of task completed previously.

- When you see **template** in task, it means to use the template provided in LMS and attach it to your project work space in confluence.

- If you haven't already, you need to form a group of 4-5 for the next assignments. Please stick with your team members for these tasks.

- These tasks require **brainstorming** and **team work** and is not one person's work.

Case Study: Green Farmers Inc.

Green Farmers Inc. is a group of five (5) farmers in country New South Wales that are trying to grow food using sustainable practices.

Due to the recent drought season, it has become very crucial for them to keep track of their water storage and usage for both the farm and the animals. These farmers usually have a large 50,000L steel water tanks that they use for irrigation purposes.

Their organization recently received funding from the government to boost their sustainable agriculture and help them export their products to different countries. The group has decided to invest most of this money in new technology.

They have decided to build an IoT based system to track their daily/weekly/monthly water levels in these tanks and give them real-time updates on their usage and when the water in the tank goes below certain threshold level.

One of them is an agricultural specialist with extensive knowledge on crops.
- One of them is an Electronic Engineer,
- one of them is an IT engineer, and
- the other one specializes in customer relationships.

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Importance of defining scope in the planning phase

What is a scope statement?

A document that clearly defines the business need, benefits of the project, objectives, deliverables, and key milestones.

A scope statement may change during the project, but it shouldn't be done without the approval of the project manager and the sponsor.

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Work Breakdown Schedule (WBS)

This is a visual representation that breaks down the scope of the project into manageable sections for the team.

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Task 1

Based on the case study, complete the following:

1. Collect the requirements and create a requirement traceability matrix (RTM) (refer to template).

2. Define the scope statement.

3. Create a Work Breakdown Structure (WBS) for the project (refer to template).

Important Documentation in Schedule Management: Planning Phase

The following are some documents a project manager has to create during the planning phase:

Milestones — Identify high-level goals that need to be met throughout the project and include them in the Gantt chart.

Activity List — An activity list is a tabulation of activities to be included on a project schedule that includes: The activity name, An activity identifier or number, A brief description of the activity

Network Diagram — A network diagram is a schematic display of the logical relationships among, or sequencing of, project activities

Gantt Chart — A visual timeline that you can use to plan out tasks and visualize your project timeline.

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Task 2

Based on the case study, complete the following:

1. Create an activity list based on the WBS (refer to template).

2. Define the milestones and create a Gantt chart (refer to template).

3. Create a PDM network diagram using http://app.diagrams.net/

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