**PPMP20009 Leading Lean Projects** **Assessment Specification for**

**Term 1 2020 Assessment 1(40%)**

**Due Date: 8 May 2020** **11:45 PM AEST**

**Length: 2500 to 3000 words (excluding references and appendices)**

**Case Study: Organizing a world class sporting event emphasising on lean project management.**

**General Criteria**

**Incomprehensible submissions**. Assessments provide the opportunity for students to demonstrate their knowledge and skills to achieve the required standard. To do this, assessment responses need to be both clear and easy to understand. If not, the University cannot determine that students have demonstrated their knowledge and skills. Assessments will, therefore, be marked according to the marking criteria (accompanied by the marking rubric). Failing to meet the requirements may result in 0 (zero) marks where relevant.

# Do not reproduce statements from PMBOK or PRI NCE 2 or any other references without proper context.

## Example 1:

Leadership is knowledge, skills, and behavior required to guide, motivate and direct a team to achieve its business goals (copied from page 56 of PMBOK), as this is considered plagiarism, instead you must show how you would apply that statement to your case.

## Example 2:

PMBOK version 6 constitutes 10 knowledge areas, 5 process groups and 49 process activities or

PRINCE2 consists of 7 Principles, 7 Themes and 7 Processes.

## Produce your answers for the case in question. DO NOT write about the theory or explain what PMBOK, PRI NCE 2, DMAIC methodology, etc covers. That will not attract any marks. You should demonstrate the application of best practices not just the theoretical premise while formulating your response to the questions in the case study.

**Word count limit (excluding references and appendix)**. Your submission should be made using Microsoft WORD document of 2500 to 3,000 words. Text length less than 2500 words and 10% beyond 3000 words will attract a penalty of 5% of the allocated marks for this assessment task. This means that, for this assessment (worth 40 marks), the mark that you earn will be reduced by 2 marks.

**Late penalty.** Late submissions will attract penalties at 5% for each calendar day or part thereof that it is late of the total available mark for the individual assessment item. This means that, for an assessment worth 40 marks, the mark that you earn is reduced by 2 marks each calendar day that the assessment is late (including part-days and weekends). See s4.58 in the Assessment Policy and Procedure (Higher Education Coursework).

**Check with marking criteria**. Before submitting your assignment, you should check it against the assessment criteria and the marking rubric included in this specification to ensure that you have satisfactorily addressed all the criteria that will be used to mark your assignment.

**Academic language**. All submissions should be thoroughly proof-read for spelling, typographical or grammatical errors before being submitted. Do not rely on the ‘spell-check’ function in your word processing program. If, for example, ‘affect’ is substituted for ‘effect’, your program may not detect the error.

# Academic Integrity

All assignments will be checked for plagiarism (material copied from other students and/or material copied from other sources) using TurnItIn (TII). If you are found to have plagiarised material or if you have used someone else’s words without appropriate referencing, you will be penalised for plagiarism which could result in 0 (zero) marks for the whole assignment. In some circumstances a more severe penalty may be imposed. The link to the University’s Academic Misconduct Procedures is available in the unit profile.

Useful information about academic integrity (avoiding plagiarism) can be found at:

## CQ University referencing guides

[https://www.cqu.edu.au/studen](http://www.cqu.edu.au/student-life/services-and-facilities/referencing/cquniversity-)t-lif[e/services-and-cilities/referencing/cquniversity](http://www.cqu.edu.au/student-life/services-and-facilities/referencing/cquniversity-)- referencing-guides

# Submission requirements

**No Zipped files.** Students must NOT zip the MS Word document or submit it as one single zip/compressed file.

**Means of submission**. All assignments must be submitted electronically in Moodle. The submission links can be accessed through the Assessment block on the Moodle unit website. Physical copies/Email submissions are not accepted.

**Auto-submission**. Moodle implements an auto-submission process for those items uploaded and left as drafts before the original deadline. However, any assessments uploaded after the original deadline must be manually submitted by the students.

Auto-submission only works where the original deadline of an assessment has not changed. If you are submitting after the deadline (original or extended), you must complete the Moodle submission process. Further details on completing the submission process are available via the ‘Moodle Help for Students’ link in the SUPPORT block of your Moodle pages.

**Warning**. Having said that, however, you should not completely rely on Moodle’s auto- submission functionality because it has not been proved to be reliable in the past. Each student should make sure they submit their assignment before the deadline by manually clicking on the submission button.

**Complete and correct submission**. Assignments, **once submitted, are F I N A L** and therefore cannot be modified. Students bear all the onus to ensure that their submissions are correct (correct files in correct format) and complete before submitting to Moodle.

# Case Study Introduction

You have been given a task to organise an international sports event the ICC World Cricket tournament to be held in India in 2022. Assume India plans to use 6 major stadiums in 6 major state capital cities- Kolkata, Mumbai, Chennai, Bengaluru, Lucknow and Ahmedabad.

You may refer to the recently concluded ICC 2019 World Cup Cricket in England and Wales.

## [https://www.cricketworldcup.com](https://www.cricketworldcup.com/)/

**Your tasks**

This assessment item requires you to work **INDIVIDUALLY**. As the project manager in charge of delivering such as an important world sporting event**,** you are required to produce a **REPORT** to be submitted to the organizing committee. The Report should consist of an introduction, body (response to the questions below) and a conclusion. Executive Summary or recommendations are not required. The introduction and the conclusion are part of the total word count.

## Questions:

1. With regards to event - the ICC World Cricket tournament identify and elaborate: (out of 8 marks)
2. The processes from PMBOK or PRINCE 2 that you would use to assist with stakeholder expectation management
3. The key stakeholders for this event by conducting a stakeholder analysis using the power/interest grid.
4. Elaborate the following terms in the context of the event (the ICC World Cricket tournament): (out of 7.5 marks)
5. Voice of the Customer (VOC)
6. Critical to Customer Requirements (CCR)
7. Critical to Quality (CTQ)
8. Identify and elaborate processes from Organisational Project Management (OPM), Agile Practices, Lean Practices and Lean Six Sigma DMAIC Methodology (from all practices) that could be used to implement lean project management for this event. (out of 14.5 marks)
9. Describe the Critical Success Factors (CSF) needed to be in place within the implementing organisation to achieve successful implementation of LPM (out of 6 marks)

5 Clarity of expression, grammar, spelling, final summary and correct APA style referencing (out of 4 marks)

## Important Information

**Formatting.** The report should be presented in 1.5 line spacing, 12 point Times New Roman font. Report section headings and numbering 1.0, 1.1.2 etc. is expected.

**Supporting diagrams / figures** may be presented in other formats - Excel, PowerPoint slides, PDF documents, as part of the appendix and will not count towards the report’s word limit. The reference list will also not be included in the word count.

**Tables** should be placed in the report. It should be labelled correctly (Table 1, Table 2 etc) and shall be included in the word count.

The submission should contain a coherent, but necessarily restricted review of the academic literature on the project management topics in question. The literature review should be integrated into the essay, not a separate section. Do not include an executive summary or an abstract.

This assessment item involves researching your assigned topic to enhance your understanding of lean project management concepts and utilization of academic literature. Whilst you use the recommended textbooks and lecture materials, you may also refer to relevant peer reviewed, academic journal articles. A reference list (comprising between 5 – 10 references) formatted in the prescribed APA style is compulsory.

## Assessment Criteria:

**Marking Criteria:**

Your assignment will be assessed on the extent and quality to which it meets each of the following criteria:

|  |  |  |
| --- | --- | --- |
| No | Attributes | (%) |
| 1 a) | Correct usage of processes for effective stakeholder expectation management | **4** |
| 1 b) | Correct identification of key stakeholders using the power/interest grid | **4** |
| 2 | Correct definition of VOC, CCR and CTQ, and relating to the context of the case study (3 x 2.5) | **7.5** |
| 3 | Identify and elaborate processes from Agile, OPM, Lean Practices and Lean Six Sigma (DMAIC Methodology) that could support implementation of lean project management for this event.  (OPM 2.5 marks, Agile 4 marks, Lean Practices 3, DMAIC 5 marks) | **14.5** |
| 4 | Appropriate Critical Success Factors (CSF) identified and discussed in relation to the implementation of the processes discussed in Sl. No. 3 above | **6** |
| 5 | Clarity of expression, grammar, spelling, final summary and correct APA style referencing | **4** |
| **Total** | | **40** |

## Reminder:

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| --- | --- |
| Assessment Due Date | **8 May 2020 11:45 PM AEST** |
| Type | Individual Work |
| Weighting | 40% |