**Assessment type (þ):**

Questioning (Oral/Written)

Practical Demonstration

3rd Party Report

Other – Project/Portfolio (*please specify)*

**Assessment Resources:**

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| Word Processor or other text editing software (Microsoft Word etc) |

**Assessment Instructions:**

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| Please answer the following knowledge questions. Read each question carefully and answer in full when asked to describe or explain. Answers should be at least a paragraph each question unless asked to list. Where applicable relate to the live works project completed. Give examples. and contextualise answers to the relevant industry and projects. Submit this document with your answers on blackboard for marking and feedback. |

**Assessment Instrument:**

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| 1. Provide one element of the code of conduct that covers you working as a student in NMTafe completing the innovation project and where you would find it. 2. Provide one legislative requirement related to your project that you have had to consider when completing your project and how it has impacted the project. 3. Describe the importance setting objectives has on the team, if applicable provide an example from the live works project. 4. Pick one model of mentoring and explain it in your own words. 5. List three techniques for tackling conflict resolution. 6. List the **three** styles of communication and **one** example verbal and non-verbal behaviour associated with each one. 7. List **three** barriers to communication that consider diversity in the workplace. 8. Describe the difference between a leader and a manager. 9. Explain why contingency planning is important in project management, provide one example contingency from your project. 10. Explain how team member performance was monitored throughout your project. 11. Complete the missing elements of the CMMI:     1. Level 1 – Initial: In this stage the quality environment is unstable. Simply, no processes have been followed or documented     2. Level 2 –     3. Level 3 –     4. Level 4 – Managed: This level uses process metrics and effectively controls the processes that are followed.     5. Level 5 – Optimizing: This level focuses on the continuous improvements of the processes through learning & innovation. 12. Define the role a stakeholder has in a project? 13. What's an SLA (Service Level Agreement)? |