GSOE9820

Engineering Project Management

Web Based Project

Project 1: Film Prioritization Case Study

Project Plan

Group members

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Introduction

This project is a part of the 'Web-based Projects' that have to be completed in accordance with the course 'Engineering Project Management' GSOE 9820. It is the first of the three projects and is based on a case study titled 'Film Prioritization' found in chapter 2 of the assigned course textbook. The assigned tasks are to evaluate all the 7 proposed projects in the case study by completing the 'Project Priority Evaluation Form' and come up with a priority list for the projects with agreed consensus among all group members and to present our findings in the form of a report. This report details the plan according to which this project will be executed and the methodology that will be used.

Objective

The aims of this project are to understand the project priority system and how it can be used to prioritize and select projects which align with the strategic objectives of an organization. These may include the needs and wants of the organizations as listed in the organizations strategic plan. In this case study, we will be required to formulate a project priority list for a film division of a large entertainment conglomerate based on the company's 'Must' and 'Want' objectives.

Project Deliverables

We, as a group, need to work on the following deliverables for the project.

1. Read the case study and use the provided evaluation form to evaluate and rank each film proposal.
2. Discuss our rankings and justify our decisions.
3. Discuss the significance of using a project priority system to select and evaluate projects.
4. Issue a final report.

Key Roles and Responsibilities

According to the instructions for the web based projects our group has nominated two Project Managers (PMs) for this project. The Project Mangers for this project are Danish Imtiaz and Zac Wei He. It has been agreed among both the PMs that they will equally share their responsibilities and duties as being the project managers which include the following

1. Developing a 'Project Plan' (this document).
2. Managing the web discussions.
3. Drafting and finalizing the final report.
4. Motivating team member to actively participate since it's a team effort.
5. Ensure work is done on time and in accordance to the proposed 'Project Plan'.
6. To participate equally in the web projects and evaluate and answer all questions. PMs are not supposed to simply manage the group and sit on the sideline.

Similarly, as a group we have some responsibilities too which influence our marks in the web based activities and are as follows

1. Ensure that everyone actively participates in the group discussions since marks will be awarded for pro-active participation.
2. To carry out all discussion on Moodle and not on any other social media platform as any discussion outside Moodle is not marked.
3. Remain active on Moodle and login every day and provide constructive feedback to the discussions. Quality of the discussions and 'out of the box' thinking is expected.
4. To respect other's opinions and work in a friendly environment and at the same time give constructive feedback.
5. Ensure that all tasks are completed according to the proposed schedule (at the end of this document) since marks will be deducted for not following the project schedule.
6. Not to split the work among group members and that all members are required to give their opinions and analyses on all the questions.
7. To provide proper referencing for all the material in the online group discussions as well as in the final report (Harvard or IEEE referencing style).

Key Tasks for the Project

Some of the key tasks for our project are as follows.

1. Go through the case study at the end of chapter 2 and analyze each of the 7 film proposals and then evaluate and rank each proposal individually.
2. Discuss our individual analyses providing justification for our rankings and reaching agreed conclusions at the end of each discussion.
3. Discuss the advantages and disadvantages of using a project priority system for prioritizing projects generally reaching agreed conclusions.
4. PMs are required to draft a report of the groups findings showing agreed conclusions and clearly justifying the reasons for these.
5. Group members as a whole discuss the draft report and suggest their opinions and suggestion for the final report.
6. PMs finalize the final report and submit it.

Project Schedule

The proposed schedule for the project is as follows. Recommendations and suggestions to the schedule are welcome.

Task	Start Date	Finish Date	Responsible Personnel
Create Project Plan	31/07/2017	01/08/2017	PMs
Finalize Project Plan	01/08/2017	01/08/2017	All
Read Case Study [Textbook(7th edition) – Chapter 2 – Case study 2.2 – Page 58]	01/08/2017	01/08/2017	All
Fill in individual Project Priority Evaluation Form [Textbook(7th edition) – Chapter 2 – Case study 2.2 – Page 61]	02/08/2017	03/08/2017	All
Discuss Question 2 [Discuss our individual rankings and justify them] and reach a conclusion	04/08/2017	08/08/2017	All
Discuss Question 3 [Value (Adv/Disadv) of using this approach to prioritize projects] and reach a conclusion	09/08/2017	11/08/2017	All
Develop Draft Report	12/08/2017	12/08/2017	PMs
Review and Finalize Draft Report	12/08/2017	13/08/2017	All
Submit Final Report	14/08/2017	14/08/2017	PMs