

Table 1: A sample work package

The work package 1.3.2.1 Equipment transportation is presented in details as a sample work package.

CONCLUSION

In this project, by teamwork, we defined the scope of a local stage play, and determined its deliverables, WBS, OBS, and a work package. Before each item of the project, each of our team presented our own designs and then discussed about them. The discussion effectively exchanged our ideas, and by expressing our opinions, we successfully persuaded each other and reach agreements in time.

During our project, our PM's successfully managed the progress of the project, and our team members kept pace with the timetable of the project plan. Everyone participates in all the topics equally, and by this way, the WBS, OBS and work package were generated within the scheduled time frames.

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LESSONS LEARNT

By working on this project, we have gained actual experience on planning of projects. Through this mimic project, we have learnt first-hand experience on how scheduling a project is like, and by working on the scope, the deliverables, the WBS and OBS, we have applied our knowledge learnt from the lectures, combined with practice knowledge. This piece of experience will be useful in the future when we step into engineering projects in the real-world scenario.

In addition, when we worked on the project, we further enhanced our teamwork skills. This project, with 7 topics in 2 weeks, has a rather intensive time frame. What adds to the difficulty was that the deliverables of this meta-project depend on each other, e.g. without reaching an agreement on deliverables, the WBS could not be established, and without an agreed WBS, we would not be able to work on an OBS accordingly. Our PMs successfully managed the discussion following critical milestones determined in the plan, and finalized each topic by summarizing it. Our team members happily accepted the team agreement after discussion, and all agree to proceed based on a uniformed ground into the next stage. By doing this, we avoided the case when controversies stack up as we generate increasing discrepancies through more topics. This allowed us to reach a final agreement efficiently.

Scoring of group members:

Wei	9
Danish	8
Jinpeng	8
Yubo	7