WBS

Digital Campus Project

- Project management
  - Stakeholder management
  - Project internal communication
  - Analysis & Planning
    - Requirement
    - Budget
    - Period
  - Monitoring & Controlling
- Design
  - Website
    - UI
    - Front-end
    - Back-end
  - Platform feature
  - APIs
- Development
  - Website
    - UI
    - Front-end
    - Back-end
  - Platform feature
  - APIs
  - Support document
- Test
  - Internal test
  - Canary test and dark launch
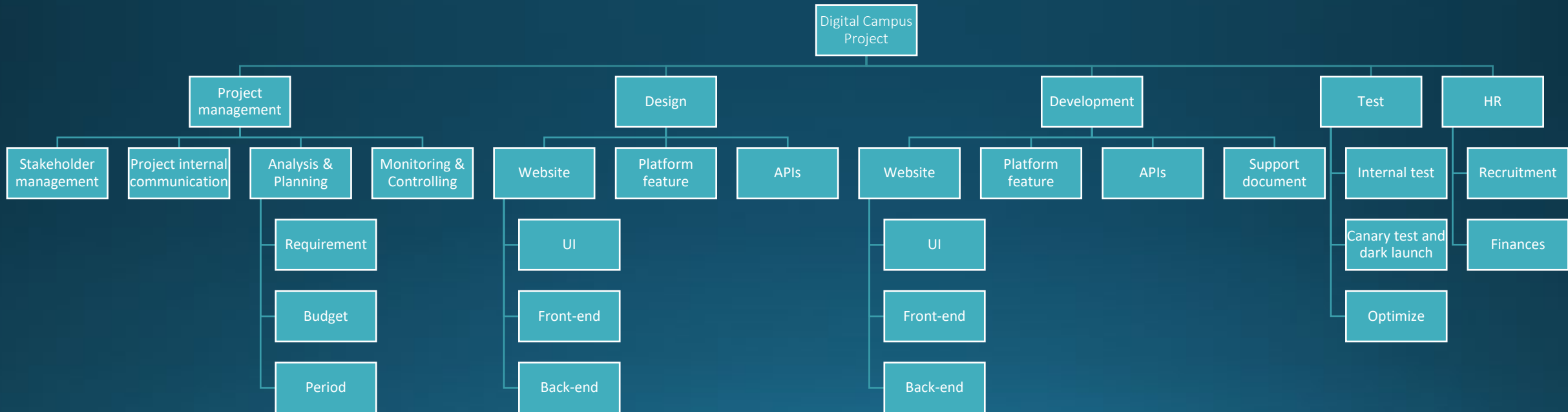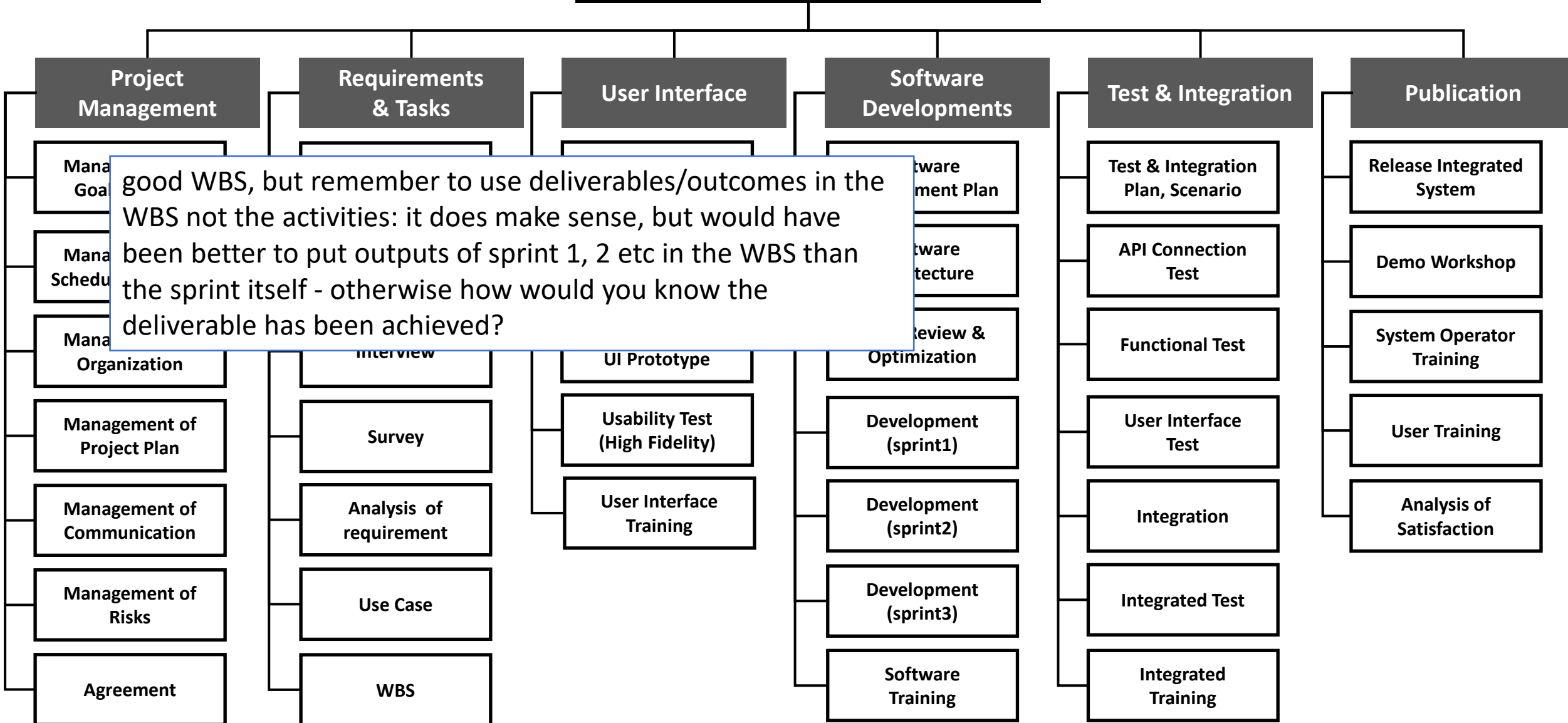 - Optimize
- HR
  - Recruitment
  - Finances

Acceptable WBS – use WBS numbering to distinguish between the WPs – be more specific to your project (seems a bit too close to a template for IT project)!
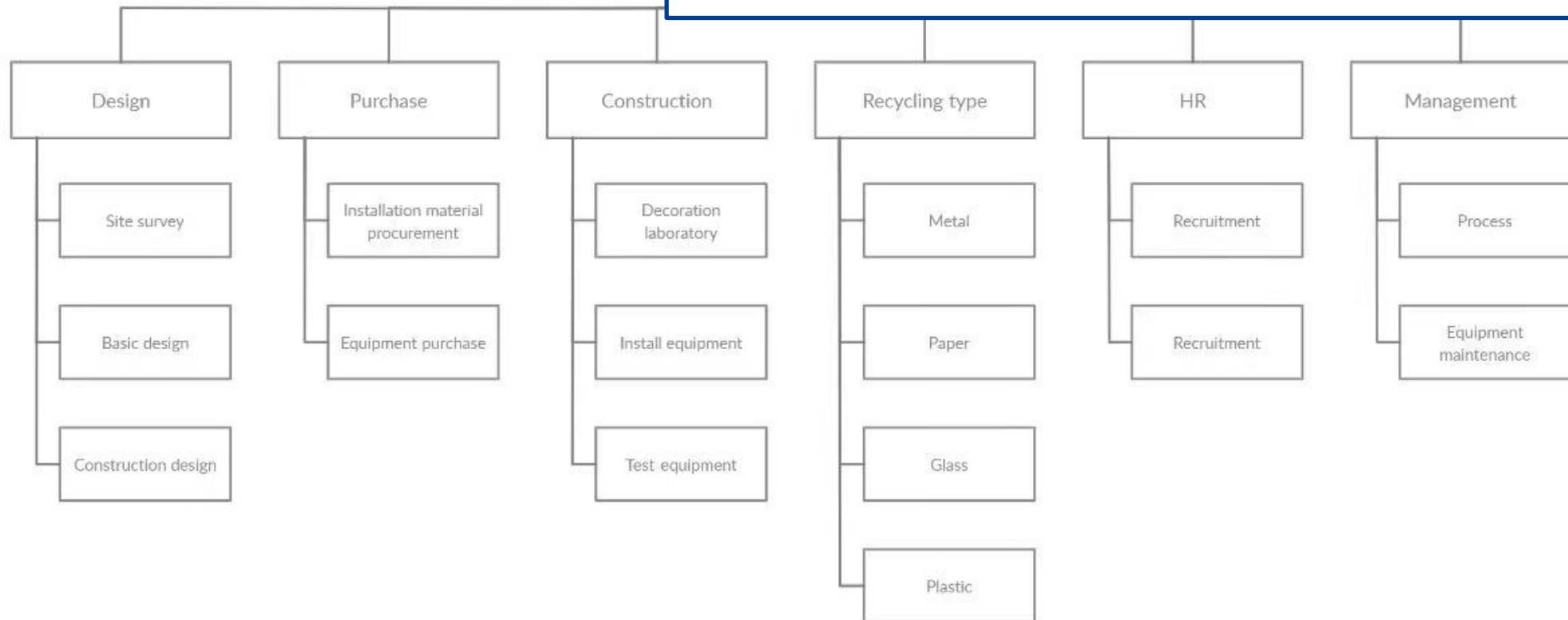
WBS (Top 3 Level)

Digital Campus (ZIPPY) Release 1.0v

Project Management
- Mana... Goa...
- Mana... Schedu...
- Mana... Organization
- Management of Project Plan
- Management of Communication
- Management of Risks
- Agreement

Requirements & Tasks
- Interview
- Survey
- Analysis of requirement
- Use Case
- WBS

User Interface
- UI Prototype
- Usability Test (High Fidelity)
- User Interface Training

Software Developments
- ...tware ...ment Plan
- ...tware ...tecture
- ...Review & Optimization
- Development (sprint1)
- Development (sprint2)
- Development (sprint3)
- Software Training

Test & Integration
- Test & Integration Plan, Scenario
- API Connection Test
- Functional Test
- User Interface Test
- Integration
- Integrated Test
- Integrated Training

Publication
- Release Integrated System
- Demo Workshop
- System Operator Training
- User Training
- Analysis of Satisfaction

good WBS, but remember to use deliverables/outcomes in the WBS not the activities: it does make sense, but would have been better to put outputs of sprint 1, 2 etc in the WBS than the sprint itself - otherwise how would you know the deliverable has been achieved?
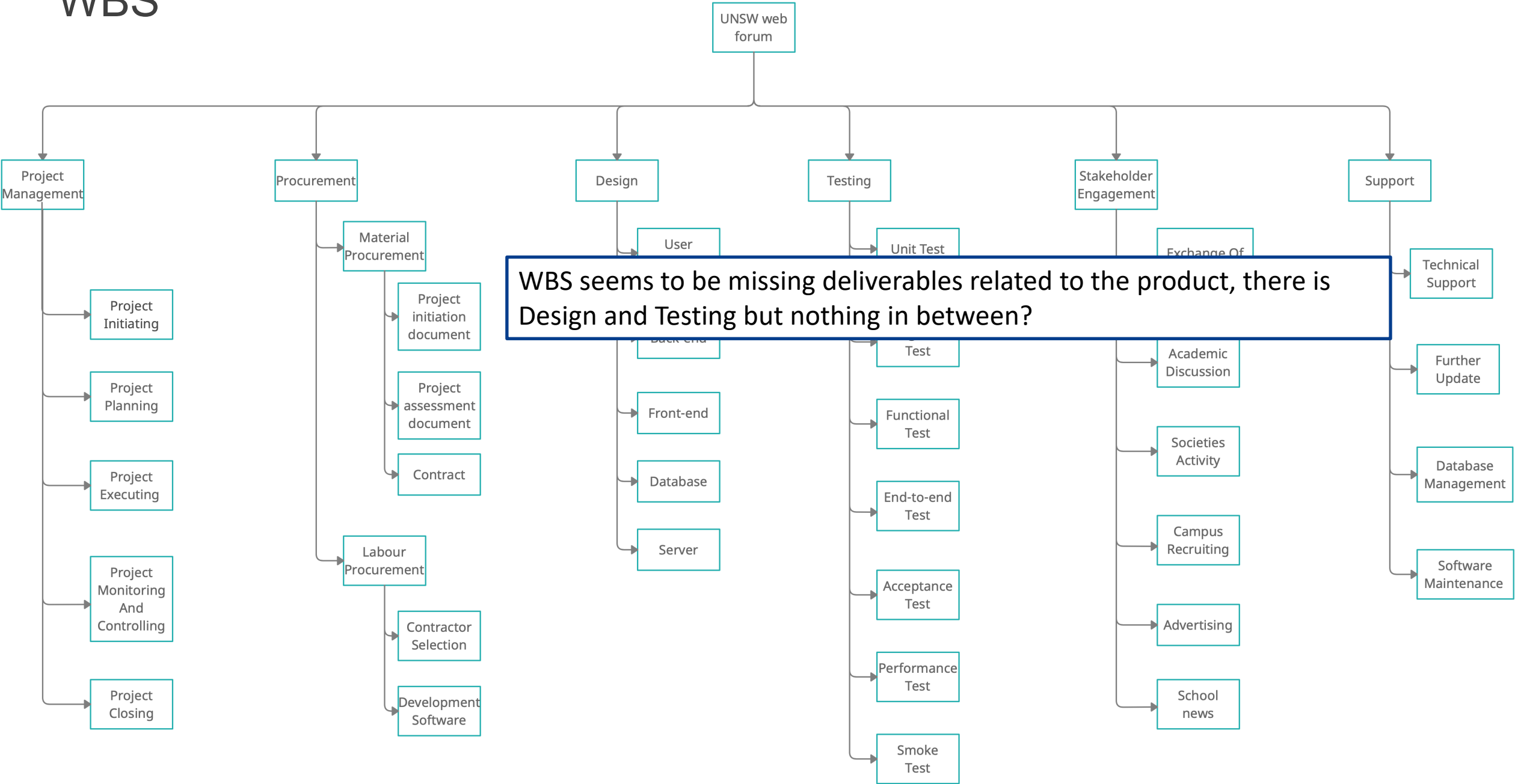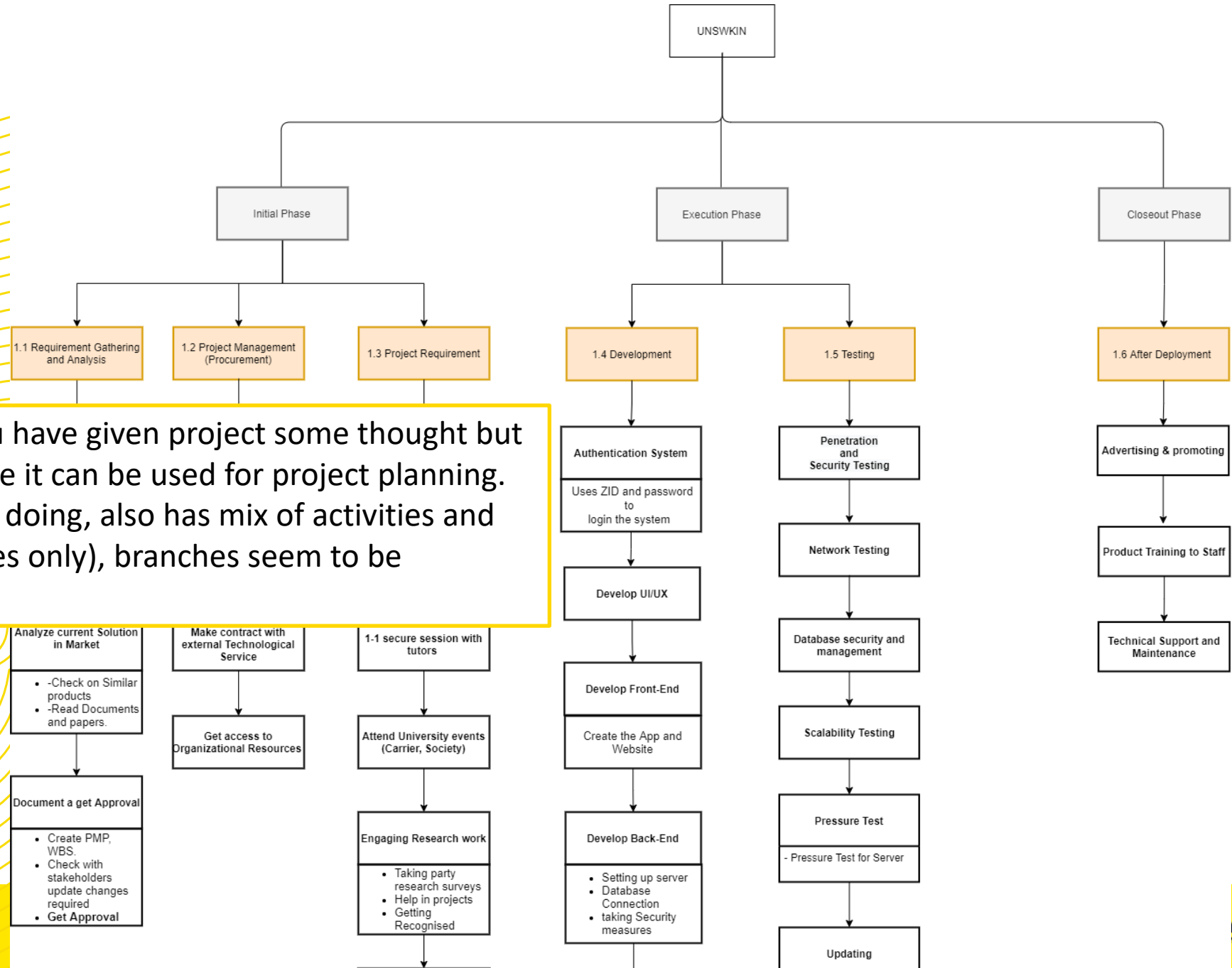
WBS

WBS is too limited and needs further development before it can be used as a basis for project planning. You should organise the top level by major project deliverable and not by project lifecycle phase. The WBS is not used as a scheduling tool. Don't put activities in the WBS (test equipment), rather put the outcomes of activities in the WBS.

Design	Purchase	Construction	Recycling type	HR	Management
Site survey	Installation material procurement	Decoration laboratory	Metal	Recruitment	Process
Basic design	Equipment purchase	Install equipment	Paper	Recruitment	Equipment maintenance
Construction design		Test equipment	Glass		
			Plastic		

WBS

WBS seems to be missing deliverables related to the product, there is Design and Testing but nothing in between?

Good effort on WBS, looks like you have given project some thought but you have to tidy up the WBS before it can be used for project planning. Not clear what the connectors are doing, also has mix of activities and deliverables (should be deliverables only), branches seem to be timelines which is incorrect

Work Breakdown Structure

Biomedical Makerspace

1.1 Concept Validation
- 1.1.1 Project Background
- 1.1.2 Academics Needs Analysis
- 1.1.3 Student Needs Analysis
- 1.1.4 UNSW 2025 Strategy Alignment
- 1.1.5 Makerspace Vision Alignment
- 1.1.6 Sponsorship
- 1.1.7 Benefits Management Plan

1.2 Design & Planning
- 1.2.1 Project Scope
- 1.2.2 Risk Analysis and Risk Management
- 1.2.3 Cost and Time Schedule Management
- 1.2.4 Human Resource Management
- 1.2.5 Communications Management
- 1.2.6 Stakeholder Engagement

1.3 Pre-Construction
- 1.3.1 Invitation to Tender for Construction Work
- 1.3.2 Site Assessment, Approval and Permits
- 1.3.3 Contact UNSW Suppliers
- 1.3.4 Licensing & Authorisation for Makerspace Equipment
- 1.3.5 Vendor and Bidding of Makerspace Equipment

1.4 Procurement
- 1.4.1 Personal Protective Equipment (PPE)
- 1.4.2 Makerspace Equipment Procurement
- 1.4.3 Technical Manuals (Medical Devices)

1.5 Construction
- 1.5.1 Facility Construction
- 1.5.4 Air Ventilation Control Systems
- 1.5.5 Sustainable Recycling Systems

1.6 Testing
- 1.6.1 Project Delivery

1.7 Closing & Handover
- 1.7.1 Strengths & Weaknesses of Project
- 1.7.4 Achievements
- 1.7.5 Final Project Report
- 1.7.6 Project Close-out Meeting

1.8 Training & Support
- 1.8.1 Online Safety Modules
- 1.8.2 Instruction
- 1.8.4 Workshop Supplies
- 1.8.5 Other Supporting Resources

WBS has too much emphasis on the PM work, missing much of the product scope. Planning and design is a good deliverable, but on inspection it is a list of PM outcomes and not actually related to the design of the product, which is missing. 100% rule?