**BTEC Assignment Brief**

|  |  |  |
| --- | --- | --- |
| **Qualification** | |  |
| **Unit number and title** | | **Unit 9: IT Project Management** |
| **Learning aim(s)** (For NQF only) | | **B:** Carry out a project initiation for an IT project  **C:** Carry out the planning, execution, monitoring and controlling of an IT project, using an appropriate methodology |
| **Assignment title** | | **Project Management in action** |
| **Assessor** | |  |
| **Issue date** | |  |
| **Hand in deadline** | |  |
|  | | |
|  | | |
| **Vocational Scenario or Context** | | You have recently been recruited by a new software development company as a trainee project manager. You have been asked to manage your first software development project |
|  | | |
| **Task 1** | | You have been asked to project manage the development of a software solution (the software solution will be developed for Unit 4 - Programming).  You need to:   * Research and evaluate two possible solutions to the IT problem, identifying and evaluating the project risks and constraints and suggest viable methods of controlling the risks. * Prepare a feasibility study (including an introduction to the project, overall description, a requirements specification and success criteria) and select a preferred solution.) * Project manage the development of the software solution, including the planning, execution, monitoring and control of the project. You need to perform the project management processes in a consistent and effective manner using an appropriate methodology. You should include evidence of:   + Project phasing, dividing up the user requirements.   + Use of typical project management processes such as the development of risks, issues and tasks, prioritising of work, management of barriers or constraints, regular meetings, budget and resource control) |
| **Checklist of evidence required** | | * Evaluation of two possible solutions * Evidence of research into two different solutions * Feasibility study * Evidence of project management planning, monitoring and control of the development activities |
| **Criteria covered by this task:** | | |
| Unit/Criteria reference | To achieve the criteria you must show that you are able to: | |
| BC.D2 | Evaluate consistently and comprehensively at least two researched  and realistic solutions to an IT problem on a given theme and justify  using logical chains of reasoning a preferred solution. | |
| BC.D3 | Perform consistently and effectively appropriate project management processes to implement an IT-based project. | |
| B.M2 | Assess consistently at least two adequately researched solutions to an IT problem on a given theme and recommend a preferred solution. | |
| C.M3 | Perform soundly and consistently appropriate project management  processes to implement an IT-based project. | |
| B.P3 | Research with some inconsistencies an IT problem, based on a given theme and scope out at least two alternative solutions. | |
| B.P4 | Prepare with some inconsistencies a feasibility study on an IT project and select a preferred solution. | |
| C.P5 | Plan with some inconsistencies and/or omissions the implementation of an IT project. | |
| C.P6 | Execute with some inconsistencies and/or omissions the implementation of an IT project. | |
| C.P7 | Monitor and control with some inconsistencies and/or omissions the  implementation of an IT project. | |
|  |  | |
| **Sources of information to support you with this Assignment** | | Lawton, I. PRINCE2 Made Simple, P2MS Press, 2015. 978-0992816339  Cole,R. and Scotcher, E. Brilliant Agile Project Management: A Practical Guide to Using Agile, Scrum and Kanban, Pearson 2015. 978-1292063560  Newton, R. Project Management Step by Step: How to Plan and Manage a Highly Successful Project, Pearson 2016. 978-1292142197 |
| **Other assessment materials attached to this Assignment Brief** | | *e.g., work sheets, risk assessments, case study* |