

Project Management (Status Report)

“ElCoGa As-Is Analysis”

Course: Business Strategy

Study Program: Business Consulting Master

WiSe 24-25 - Group 01

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Subhashri Ravichandran

Prof. Dr. Peter Mattheis

Agenda

- 1 Project Overview
- 2 Roles and Responsibilities
- 3 WBS
- 4 Risk Management
- 5 Quality Management
- 6 Key Deliverables

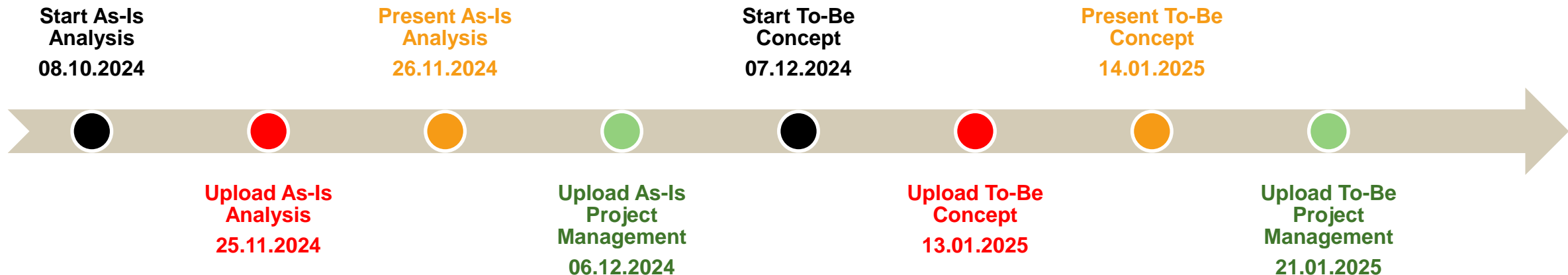
1. Project Overview

Project Goals:

- Provide insights into EICoGa's current state
- Identify inefficiencies and propose improvements.
- Develop a roadmap for growth & consolidation.

Quality Goals:

- Ensure accuracy and clarity in analysis.
- Maintain high documentation and reporting standards.



1. PROJECT OVERVIEW

2. ROLES & RESPONSIBILITIES

3. WBS

4. RISK MANAGEMENT

5. QUALITY MANAGEMENT

6. KEY DELIVERABLES

2. Roles and Responsibilities

ROLE	RESPONSIBILITIES	NAME
Project Manager	Project Plan & Report	Ina Shtëmbari
	Coordinate Meetings	Ina Shtëmbari
	Project Deliverables	Ina Shtëmbari
	Gantt Chart	Ina Shtëmbari
Strategy Analyst	Analyse current state of the business strategy	Sara Lizeth Ayala Romero
	Conduct a competitor analysis using financial KPIs	Sara Lizeth Ayala Romero
	Providing a report with insights	Sara Lizeth Ayala Romero
Business Process Developer	Develop business processes in EPC extended model format	Krishna Rahul Thumar
	Analyse the processes	Krishna Rahul Thumar
	Identify inefficiencies	Krishna Rahul Thumar
Technical Analyst	Analyse performance metrics	Subhashri Ravichandran
	Provide findings	Subhashri Ravichandran
	Identify inefficiencies	Subhashri Ravichandran
	Identify IT architecture	Subhashri Ravichandran
Strategy Consultant	Identify weaknesses in the current As-Is Analysis	Heena Gupta Bhardwaj
	Propose quick wins and short-term actions to identified gaps	Heena Gupta Bhardwaj
	Deliver an action plan	Heena Gupta Bhardwaj

1. PROJECT OVERVIEW

2. ROLES & RESPONSIBILITIES

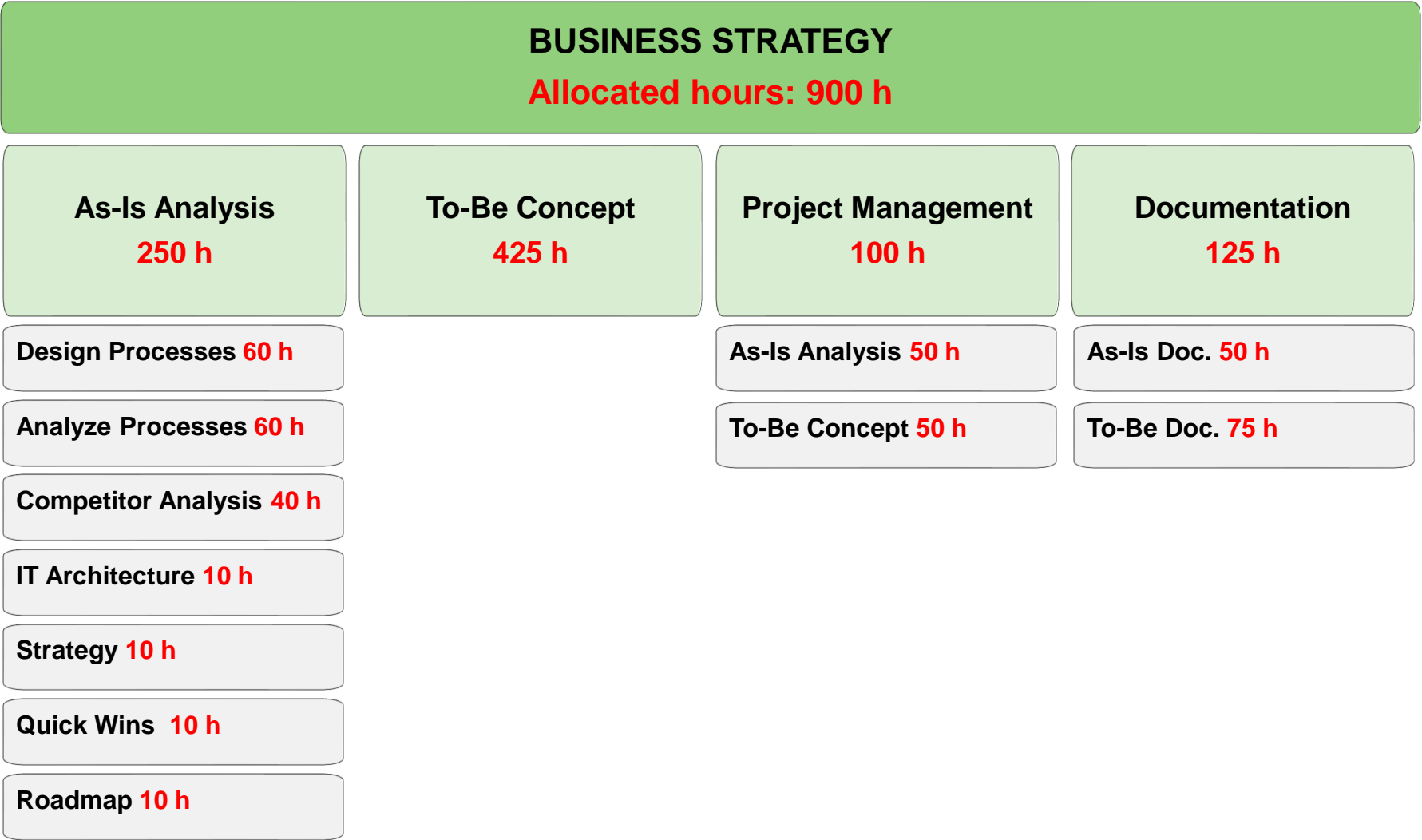
3. WBS

4. RISK MANAGEMENT

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3. Work Breakdown Structure 1/3



3. Work Breakdown Structure 2/3

EICoGa As-Is Analysis	Planned Hours	Actual Hours
1. Introduction + Deliverables	50	50
2. Strategic Overview	50	50
3. Operational Insights	130	130
4. Quick Wins & Future Outlook	20	20
Total team hours	250	250
Project Management	50	50
Documentation	50	50

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GANTT CHART

PROJECT TITLE	EiCoGa As-Is Analysis	COMPANY NAME	KHISS Business Consulting
PROJECT MANAGER	Ina Shtëmbari	DATE	08.10.2024

WBS NUMBER	TASK TITLE	TASK OWNER	START DATE	DUE DATE	HOURS ALLOCATED	PCT OF TASK COMPLETE	PHASE ONE												PHASE TWO												PHASE THREE													
							WEEK 1				WEEK 2				WEEK 3				WEEK 4				WEEK 5				WEEK 6				WEEK 7				WEEK 8				WEEK 9					
							M	T	W	R	F	M	T	W	R	F	M	T	W	R	F	M	T	W	R	F	M	T	W	R	F	M	T	W	R	F	M	T	W	R	F			
1	Planning					50																																						
1.1	Define objectives and deliverables	Ina Shtëmbari	08/10/24	10/10/24	5	100%																																						
1.1.1	Assign roles and clarify tasks	Ina Shtëmbari	10/10/24	12/10/24	10	100%																																						
1.2	Organise documentation	Team	12/10/24	16/10/24	17	100%																																						
1.3	Develop a Work Breakdown Structure (WBS) & Gantt Chart	Ina Shtëmbari	16/10/24	22/10/24	18	100%																																						
2	Strategic Overview					50																																						
2.1	Analyze organizational structure	Team	22/10/24	23/10/24	4	100%																																						
2.2	Strategy	Sara Lizeth Ayala Romero	23/10/24	24/10/24	5	100%																																						
2.3	Competitor Analysis	Sara Lizeth Ayala Romero	11/11/24	13/11/24	15	100%																																						
2.4	Financial KPIs	Sara Lizeth Ayala Romero	13/11/24	18/11/24	26	100%																																						
3	Operational Insights					130																																						
3.1	Value Chain Analysis	Ina Shtëmbari	24/10/24	26/10/24	8	100%																																						
3.2	Identify business processes	Krishna Rahul Thumar	26/10/24	28/10/24	10	100%																																						
3.2.1	Map business processes	Krishna Rahul Thumar	28/10/24	08/11/24	30	100%																																						
3.2.2	Identify bottlenecks	Krishna Rahul Thumar	08/11/24	09/11/24	5	100%																																						
3.3	Quantitative Analysis of BP	Subhashri Ravichandran	28/10/24	08/11/24	30	100%																																						
3.4	Identify IT systems	Subhashri Ravichandran	08/11/24	09/11/24	6	100%																																						
3.4.1	Evaluate IT systems	Subhashri Ravichandran	09/11/24	11/11/24	10	100%																																						
3.5	Perform SWOT Analysis	Heena Gupta Bhardwaj	11/11/24	13/11/24	13	100%																																						
3.3	Identify weak points of the business	Heena Gupta Bhardwaj	13/11/24	17/11/24	18	100%																																						
4	Quick Wins & Future Outlook					20																																						
4.1	Propose short-term actions for Quick Wins	Heena Gupta Bhardwaj	17/11/24	19/11/24	15	100%																																						
4.2	Finalize roadmap	Ina Shtëmbari	19/11/24	20/11/24	5	100%																																						
5	As-Is Presentation					100																																						
5.1	Consolidate findings	Team	20/11/24	24/11/24	20	100%																																						
5.2	Review and validate recommendations	Team	08/10/24	24/11/24	60	100%																																						
5.3	Presentation	Team	24/11/24	26/11/24	20	100%																																						

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Gantt chart_Group-01.xlsx

4. Risk Management 1/2

Risk Assessment

No.	Risk	Probability	Impact	Risk Occurrence	Risk Avoidance
01	Illness	Medium	High	High workload, stress	Diet (low sugar, moderate alcohol), vitamins, sports
02	System Failure	Low	High	Backup unavailable	Redundant storage, regular updates
03	Team Coordination Issues	Medium	Medium	Miscommunication or unclear responsibilities	Weekly status meetings, clear role division
04	Data Misinterpretation	Medium	High	Misaligned data sources or unclear analysis	Double-check sources, peer reviews
05	Missed Deadlines	Medium	High	Overlapping priorities or delayed task completion	Set internal deadlines, prioritize tasks

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Risk Matrix

IMPACT	High	System Failure	Illness, Data Misinterpretation, Missed Deadlines	
	Medium		Team Coordination Issues	
	Low			
		Low	Medium	High
PROBABILITY				



Objective: Deliver high quality outputs aligned with academic and professional standards.

Standards:

- Follow academic guidelines.
- Use structured templates and clear documentation.
- In-person meetings for collaboration.

Quality Assurance:

- Peer reviewed all deliverables.
- Used checklists to ensure completeness.
- Incorporated feedback from professor discussions.

Quality Control:

- Validated data against reliable sources.
- Ensured consistent visuals and formatting.

Approval Workflow: Weekly team review and dry runs

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6. Key Deliverables

1. Business Process Models
2. Financial KPIs
3. Value Chain
4. Quantitative Analysis Report
5. Competitor Analysis Report
6. IT Architecture Review
7. Weak Points
8. Quick Wins & Short-term actions
9. Roadmap for Transition