



CONESTOGA

Connect Life and Learning

Group Project- Part 1

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| Course | Project Management |
| Section | 10 |
| Professor | Mario Osegueda |
| Due Date | 18-06-2024 |

Q1-What are several reasons why this project might best be planned and managed in an Agile fashion?

This project benefits from an Agile approach due to several reasons:

- **Incremental Progress:** The project's nature lends itself well to an iterative method because it involves large-scale change and frequent replanning (such as where to plant diverse kinds of trees).
- **Flexibility:** Modifications based on feedback from stakeholders may be made during the project, such as adjusting the buffer zone between the grass and the woods.
- **Stakeholder Involvement:** To support these concerns against the community's standards, stakeholder feedback and communication (such as from the Tree Committee and Trustees) is essential.
- **Uncertainty and Experimentation:** Agile's flexible planning allows for controlled experimentation. Examples of exploratory activities include planting trees and monitoring their growth.

Q2) What Agile principles and values do you feel will be important for this project? Why?

Key Agile principles and values include:

Customer Collaboration over Contract Negotiation: The suggested actions entail speaking with community members and other important stakeholders to determine what requirements they have that the arboretum can fulfill.

Responding to Change Rather than Sticking to a Plan: The capacity to modify tactics in response to latest information or modifications in the conditions or needs of the population in the context.

Working Software vs. Detailed Documentation: Clients are more likely to stay goal-oriented and avoid getting bogged down in paperwork and planning, such creating maps and drawings before making real attempts, like planting trees and erecting warning signs and posts.

People and Interactions over Procedures and Instruments: This will entail offering organizational assistance so that volunteers, the Township employees, and the Tree Committee can cultivate cooperative partnerships.

Q3-What additional information about arboreta, Anderson Township, green space law, or the specific site and vision would you like to know as you start this project?

Before starting the project, it would be useful to know:

Comprehensive Site Analysis: Explain the terrain, the kinds of vegetation already present on the arboretum's grounds, and the microclimate of the location.

Stakeholder inclinations: Additional elements encompass the unique needs or anxieties of the inhabitants and the diverse aspects of the community's populace.

Rules Regarding Green Spaces: Annexes that suggest further guidelines for what is permitted in the green area.

Resources and Budget: A thorough grasp of the available budget, the likelihood of obtaining funding, and the amount of volunteer time are among the particular and quantifiable information of the modified SOW.

Q4: What is the minimum viable product (MVP) goal for this project?

The Minimum Viable Product (MVP) goal for the Heritage Arboretum Development Project is to secure Level One arboretum status.

This goal involves the following specific objectives:

Identification and Labelling of Tree Species: Create and place signs for each tree species identified on the site. These signs should include the Latin name, common name, QR codes for more information, and a number to locate the tree on a map.

Application Submission for Arboretum Certification: Develop and submit the application for Level One Arboretum Status to ArbNet. This includes preparing all necessary documentation and meeting the basic requirements such as having at least 25 distinct species of trees and woody plants.

Development and Availability of Site Map: Create a high-resolution site map that shows the exact location of each tree, buildings, drives, and elevation changes. This map should be available online, posted at the arboretum, and displayed in a hallway of the government centre.

Educational Component: Conduct educational activities to meet arboreta status requirements along with educating citizens, especially on native plants. This includes events like engaging local science teachers and organizing meetings with tree commissioners.

Key Deliverables for the MVP:

48 aluminium signs for the trees.

A completed and reviewed application for Level One certification.

A high-resolution map detailing the arboretum's layout.

At least one educational event or initiative related to the arboretum.

Q5: Create a vision statement for this project. Write it so the charter would be for one more year of work with an eye toward on-going maintenance of the arboretum after that. In addition,

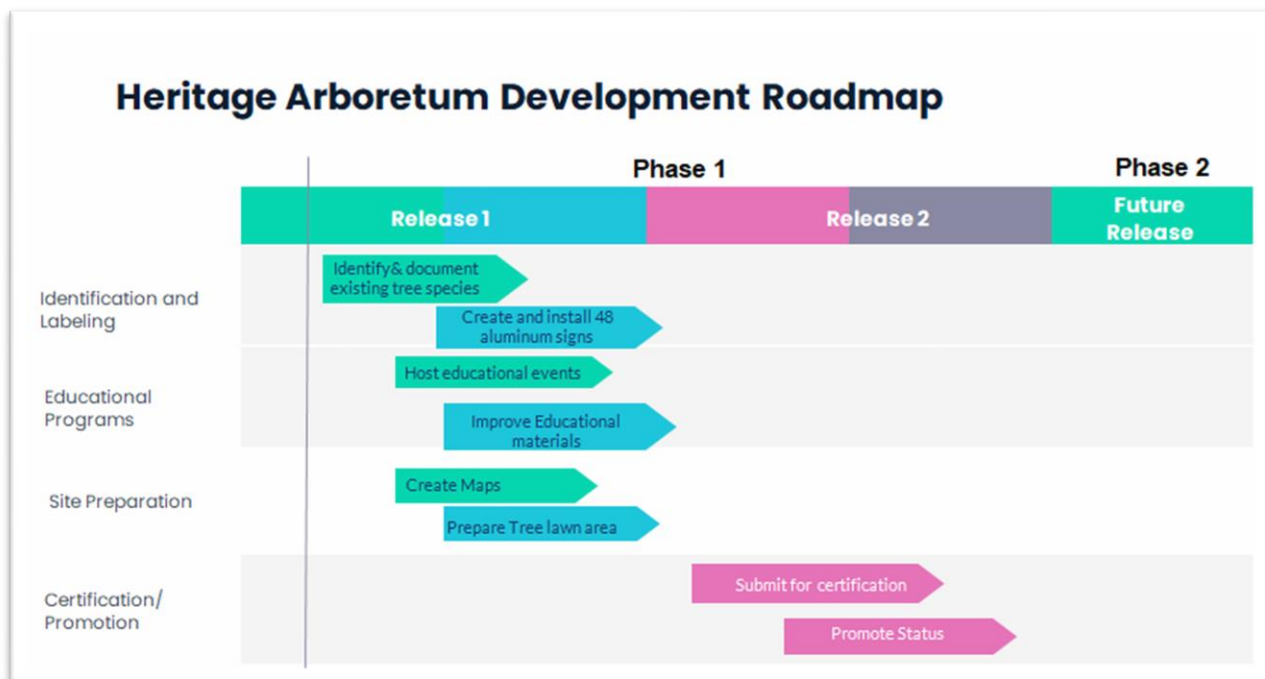
write the statement to consider potential (but not yet approved) future development work after the first year.

Vision: The mission of the Heritage Centre Arboretum is to establish a flourishing and instructive natural area that supports native tree species, improves the aesthetics of the neighbourhood, and offers visitors a tranquil setting. The goals for the upcoming year will be to cultivate and identify a wide variety of tree species, provide educational programmes, and enhance site amenities to get and retain Level One Arboretum certification. To guarantee the arboretum is a valued resource for future generations, the long-term strategy calls for ongoing upkeep and progressive enhancement of the arboretum, integration of innovative instructional tools, and community engagement. To provide an example for other communities, future initiatives could include introducing more species, designing garden areas with a theme, and putting sustainable techniques into effect.



Q6: Create a product roadmap showing two releases for the first year and other potential work that might be performed in future releases.

Roadmap:



Q7: Who are the key stakeholders and what does each one want? Which ones have the most power?

The key participants in the arboretum project under consideration are listed below, together with their various objectives and spheres of influence:

Key Stakeholders:

Anderson Township Staff

What they want: Thus, the intention is to increase the price and the frequency of rentals, acquire funds to finance educational programs, and, in general, increase the prestige and value of the Heritage Center.

Mild to Extreme power. They are responsible for the implementation and management of the project, and what they do defines the result of the project.

Anderson Township Trustees

Their aims are to help local initiatives that improve spaces for people, facilitate the advancement of learning, and possibly boost the revenue of townships.

Extremely High Power. They are entitled to ratify or reject projects, set fiscal aspects, and define the organization's course.

Tree Committee Members

They want to make sure the arboretum adheres to the laid certification requirements, encourage the right tree planting and maintenance, and the development of the arboretum

Mild Power: Even though they are often consultative, they are critical to the planning and decision-making activities.

Greenspace Committee Members

Their aims are to make sure that they do not violate any greenspace legislation in case of making improvements to the arboretum and to protect any greenspace that has been set aside in its natural state.

Mild Power. They are involved in the determination of certain uses of the land and conservation, which affects the growth of the arboretum.

We THRIVE! Anderson Committee Members

What they want: To encourage community health, beauty, and cleanliness and any endeavour that re-affirms these ideals.

Power: Low to Moderate. They offer consulting and assistance but are not made decision-makers on the matters at hand.

Local Residents and Community Members

What they want: Improved shared areas, education, physical beauty, and the assumption that the township will be developed with natural aesthetics.

Power: Low. They are stakeholders of the project but do not directly participate in the decision-making; they might do so through opinion and support.

Volunteers

Their goals are to see the arboretum grow successfully, support environmental activities, and participate in community projects.

Low Power: They contribute the labour and support that is necessary, but they do not have much decision-making power.

Township Administrator

Their goals are to supervise the effective completion of projects, guarantee adherence to local regulations, and monitor staffing and resource allocation.

Abruptly High Strength: They are important in deciding how resources and activities are allocated.

Stakeholders with the Most Power:

1. **The Anderson Township Trustees:** They hold the greatest authority to authorize, fund, and strategically steer the project. Their decisions could mean that the project succeeds or fails.

2. **Township Administrator:** Supervising implementation and ensuring policy compliance are crucial to the project's operational success.

3. Anderson Township workers: They are directly in charge of completing the project, supervising day-to-day operations, and ensuring that everything proceeds according to plan.

Due to their ability to control the project's execution, manage resources, and make choices, these stakeholders are crucial to its success.

Q8. How would you get all stakeholders to work together if you were the scrum master?

To ensure alignment and quick issue resolution as the Scrum Master:

1. Schedule Regular Stand-ups: Conduct daily stand-up meetings that are brief and limited in the number of attendees.

2. Clearly defined communication channels: Communication should be as clear as possible, and it is univocal when the buyer receives an email or a message in Slack informing him of an update on the time and expressing his satisfaction as feedback.

3. Collaborative Planning: Schedule sprint planning meetings with all the stakeholders to set goals and requirements.

4. Virtual platforms: Support volunteers and people attending online meetings and events by using Zoom and Trello or any other virtual collaboration tools.

5. Role Clarification: This means that there should be a clear assignment of workers' responsibilities and tasks to avoid conflicts of working turbulence.

6. Regular Demos: Have sprint reviews as often as possible to show the progress regarding a topic and to ask for opinions.

7. Documentation: Ensure that all the stakeholders have the most recent documents on the project.

8. Conflict Resolution: It means that one should work towards resolving controversies and knock out directions that would lead towards a probable consensus.

9. Incremental Deliverables: Make it easier to show constant progress and finished portions of a project by dividing a project into smaller sections.

10. Feedback Loops: Routinise systems of giving feedback to incorporate changes detracted from stakeholders and changes in the project.

Q9. What do you feel is a sustainable pace for this project and why?

The following recommendations aimed at the practical implementation of the change idea of the development of the new project of the Heritage Center Arboretum: Thus, a reasonable and steady rate of the progress in the organizational and developmental process can be accomplished by setting concrete and achievable objectives, as well as the regular check points. There is a need to plan flexibly and since volunteers are used in the organization's operation, it is practical to opt for a

quarterly review cycle. This makes it possible for checks to be made and changes to be conducted frequently all while not over-working volunteers or utilizing city resources. This means that bi-monthly official Tree Committee meetings, unofficial meetings, and assemblies focused on a certain task ensure steady work.

Some of the attached significant achievements include completing certain training activities, planting and implementation of maintenance schedules, and the accomplishment of community engagement plans. Probably, the main goals should be insignificant victories, volunteers' motivation, and checking whether each small step corresponds to the overall aim and the general blueprint. The elevated level of flexibility, which is necessary for the effective management of a creative project, should not be in contrast with strict planning and constant communication with the team to solve the revealed problems.

Q10: How can team members effectively utilize the following Agile principles to advance these projects?

- a. Accept simplicity**
- b. Embrace change**
- c. Maximize value**
- d. Provide and respond to rapid feedback.**

Accept Simplicity: Focus on essential features and basic solutions to quickly meet project requirements.

Application Example: Instead of developing a sophisticated digital map, start with a basic high-resolution printed map that meets the current certification requirements. This allows the team to deliver quickly and add enhancements in later iterations.

Embrace Change: Adapt plans iteratively in response to feedback and changing circumstances.

Application Example: When an initial plan to hold a garden tour could not be realized, the team swiftly shifted focus to educational events with local science teachers and tree commissioners. This adaptability allowed the project to maintain momentum and meet educational requirements despite unforeseen challenges

Maximize Value: Prioritize actions that provide the most significant benefit and engage stakeholders to ensure alignment with their needs.

Application: The decision to install aluminium signs with QR codes maximizes value by not only fulfilling certification requirements but also providing an ongoing educational resource for visitors. This adds value beyond basic compliance by enhancing visitor engagement and education.

Provide and Respond to Rapid Feedback: Use frequent reviews and prototype testing to gather and act on feedback promptly.

Application: When initial tree planting locations were flagged for review, the project team moved and reduced the number of plantings in response to stakeholder feedback. This practice of using early feedback to make real-time adjustments prevented larger issues and ensured alignment with stakeholder expectations.

Resource Allocation:

| Task Assigned | Resource | Start Date | End Date | Status |
|--|-----------------|-------------------|-----------------|---------------|
| 1. What are several reasons why this project might best be planned and managed in an Agile fashion? | Gaurav | 05/28/2024 | 05/29/2024 | Done |
| 2. What Agile principles and values do you feel will be important for this project? Why? | Gaurav | 05/30/2024 | 05/31/2024 | Done |
| 3. What additional information about arboreta, Anderson Township, green space law, or the specific site and vision would you like to know as you start this project? | Gaurav | 05/30/2024 | 05/31/2024 | Done |
| 4. What is the minimum viable product (MVP) goal for this project? | Vaishnavi | 06/03/2024 | 06/04/2024 | Done |
| 5. Create a vision statement for this project. Write it so the charter would be for one more year of work with an eye toward on-going maintenance of the arboretum after that. In addition, write the statement to consider potential (but not yet approved) future development work after the first year. | Neha | 06/05/2024 | 06/05/2024 | Done |
| 6. Create a product roadmap showing two releases for the first year and other potential work that might be performed in future releases. | Neha | 06/06/2024 | 06/07/2024 | Done |

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| 7. Who are the key stakeholders and what does each one want? Which ones have the most power? | Indrani | 06/08/2024 | 06/09/2024 | Done |
| 8. How would you get all stakeholders to work together if you were the scrum master? | Indrani | 06/10/2024 | 06/10/2024 | Done |
| 9. What do you feel is a sustainable pace for this project and why? | Indrani | 06/11/2024 | 06/11/2024 | Done |
| 10. How can team members effectively utilize the following Agile principles to advance these projects? a. Accept simplicity b. Embrace change c. Maximize value d. Provide and respond to rapid feedback | Vaishnavi | 06/12/2024 | 06/13/2024 | Done |
| 11. Presentation Creation | Everyone | 06/13/2024 | 06/17/2024 | Done |