Project Planning Report

Smart Bridge Data Analytics Program on Tableau  
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# 1. Introduction

The Project Planning Phase defines the roadmap for implementing the UNESCO World Heritage Sites interactive dashboard in Tableau. This stage ensures that all activities, timelines, responsibilities, resources, and risk management strategies are clearly outlined before execution begins.  
  
The planning process aligns the project with the Smart Bridge Data Analytics Program objectives, ensuring timely delivery while meeting quality standards.

# 2. Project Objectives

- Create an interactive Tableau dashboard for UNESCO World Heritage Sites data.  
- Provide multi-filter, map-based, and trend visualizations for better decision-making.  
- Ensure accessibility for researchers, students, and policymakers through Tableau Public.

# 3. Project Scope

In Scope:

- Data cleaning and preparation (Excel/Python)  
- Dashboard design in Tableau Desktop  
- Deployment to Tableau Public  
- User training & documentation

Out of Scope:

- Real-time API integration (future phase)  
- Mobile app development (future enhancement)

# 4. Project Deliverables

|  |  |  |
| --- | --- | --- |
| Deliverable | Description | Format |
| Cleaned Dataset | Pre-processed UNESCO dataset | CSV |
| Interactive Dashboard | Main Tableau dashboard with filters & maps | Tableau Public Link |
| Story Points | Guided storytelling mode in Tableau | Tableau Story |
| User Guide | Documentation on using dashboard | PDF |

# 5. Project Timeline (Gantt Chart)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Phase | Task | Start Date | End Date | Duration |
| 1 | Data Collection & Cleaning | 12 Jul 2025 | 15 Jul 2025 | 3 Days |
| 2 | Dashboard Wireframing | 16 Jul 2025 | 17 Jul 2025 | 2 Days |
| 3 | Tableau Development | 18 Jul 2025 | 22 Jul 2025 | 5 Days |
| 4 | Testing & Refinement | 23 Jul 2025 | 24 Jul 2025 | 2 Days |
| 5 | Deployment & Documentation | 25 Jul 2025 | 26 Jul 2025 | 2 Days |

# 6. Resource Allocation Table

|  |  |  |
| --- | --- | --- |
| Resource Type | Description | Assigned To |
| Human Resource | Data Analyst | Yusuf Pipalrawanwala |
| Software | Tableau Desktop, Excel, Python | Yusuf Pipalrawanwala |
| Hardware | Laptop with 8GB RAM, Internet access | Yusuf Pipalrawanwala |
| Knowledge Resources | UNESCO dataset, Tableau Public guidelines | Yusuf Pipalrawanwala |

# 7. Risk Management Plan

|  |  |  |  |
| --- | --- | --- | --- |
| Risk | Impact | Likelihood | Mitigation |
| Data quality issues | Delays in dashboard creation | Medium | Perform thorough data cleaning |
| Technical challenges in Tableau | May slow development | Low | Refer to Tableau documentation & forums |
| Internet downtime | Affects deployment | Low | Use backup internet connection |
| Scope creep | Project delays | Low | Stick to approved requirements |

# 8. Communication Plan

|  |  |  |
| --- | --- | --- |
| Stakeholder | Communication Method | Frequency |
| Program Mentor | Email/Zoom | Twice weekly |
| Self-updates | Trello/Notion Board | Daily |
| Submission Authority | Email with final files | At project completion |

# 9. Project Workflow Diagram

Data Collection → Data Cleaning → Dashboard Design → Testing → Deployment → Documentation

# 10. Monitoring & Control

- Weekly review of progress against milestones  
- Task tracking via project management tool (Trello/Notion)  
- Version control for datasets and Tableau files

# 11. Conclusion

This Project Planning Template establishes a clear pathway from data collection to dashboard deployment. By defining timelines, resources, risks, and deliverables upfront, the project is structured for efficient execution, minimal risks, and maximum impact.