

## **WORK BREAKDOWN STRUCTURE (WBS)**

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**BREGGHAN POINT OF SALE SYSTEM**

**BREGGHAN MINI GROCERY STORE**

**MT. MAKILING STREET**

**MAKATI CITY, 1201**

**DATE**

**MAY 3, 2023**

## **INTRODUCTION**

The WBS is a view into the project which shows what work the project encompasses. It is a tool which helps to easily communicate the work and processes involved to execute the project. The Project Manager and project team use the WBS to develop the project schedule, resource requirements and costs. There are many ways you can present the WBS for your project; this template provides many of the most popular layouts from which you can choose. Depending on where in the Project Plan you're putting the WBS a different layout may be more suitable for you.

The Work Breakdown Structure presented here represents all the work required to complete this project.

## **OUTLINE VIEW**

The outline view presents an easy to view and understand layout for the WBS. It is also a good layout to use when developing the WBS because you can easily make changes, especially since the Microsoft Word auto numbering feature updates the WBS Code automatically.

### **1. Bregghan Point of Sale System**

#### **1.1 Project Initiation**

- 1.1.1 Business Case
- 1.1.2 Feasibility Study
- 1.1.3 Project Charter
- 1.1.4 Identify Stakeholders
- 1.1.5 Final Review

#### **1.2 Project Planning and Preparation**

- 1.2.1 Project Description
- 1.2.2 Cost Management Plan
- 1.2.3 Schedule Management Plan
- 1.2.4 Scope Management Plan

#### **1.3 Phase I: Analysis**

- 1.3.1 Project Risk Analysis
- 1.3.2 Cost Benefit Analysis

#### **1.4 Phase II: Design and Development**

- 1.4.1 Admin System
  - 1.4.1.1 Admin Log-in
  - 1.4.1.2 Admin Home Page
  - 1.4.1.3 Inventory
  - 1.4.1.4 Transactions

- 1.4.1.5 Analytics Report
- 1.4.2 Point of Sale System
  - 1.4.2.1 Cashier Log-in
  - 1.4.2.2 Home Screen
  - 1.4.2.3 Checkout Screen
  - 1.4.2.4 Generate Receipt

### **1.5 Phase III: Testing**

- 1.5.1 Requirements Analysis
- 1.5.2 Test Planning
- 1.5.3 Test Design
- 1.5.4 Test Execution
- 1.5.5 Test Evaluation
- 1.5.6 System Integration Testing
- 1.5.7 User Acceptance Testing
- 1.5.8 System Testing

### **1.6 Phase IV: Implementation**

- 1.6.1 Deployment Planning
- 1.6.2 Installation
- 1.6.3 Data Migration
- 1.6.4 User Training
- 1.6.5 Monitor Progress
- 1.6.6 Post Implementation Review

### **1.7 Project Closeout/Completion**

- 1.7.1 Finalize Project Deliverables
- 1.7.2 Confirm Project Completion
- 1.7.3 Review All Contracts
- 1.7.4 Review Documentation

## HIERARCHICAL STRUCTURE

The hierarchal structure is similar to the outline view but without indentation. The hierarchal structure is similar to the outline view but without indentation. This is divided using level, WBS Code and Element Name.

Level	WBS Code	Element Name
1	1	Bregghan Point of Sale System
2	1.1	Project Initiation
3	1.1.1	Business Case
3	1.1.2	Feasibility Study
3	1.1.3	Project Charter
3	1.1.4	Identify Stakeholders
3	1.1.5	Final Review
2	1.2	Project Planning and Preparation
3	1.2.1	Project Description
3	1.2.2	Cost Management Plan
3	1.2.3	Schedule Management Plan
3	1.2.4	Scope Management Plan
2	1.3	Phase I: Analysis
3	1.3.1	Project Risk Analysis
3	1.3.2	Cost Benefit Analysis
2	1.4	Phase II: Design and Development
3	1.4.1	Admin System
4	1.4.1.1	Admin Log-in
4	1.4.1.2	Admin Home Page
4	1.4.1.3	Inventory
4	1.4.1.4	Transactions
4	1.4.1.5	Analytics Report
3	1.4.2	Point of Sale System
4	1.4.2.1	Cashier Log-in
4	1.4.2.2	Home Screen
4	1.4.2.3	Checkout Screen
4	1.4.2.4	Generate Receipt
2	1.5	Phase III: Testing

3	1.5.1	Requirement Analysis
3	1.5.2	Test Planning
3	1.5.3	Test Design
3	1.5.4	Test Execution
3	1.5.5	Test Evaluation
3	1.5.6	System Integration Testing
3	1.5.7	User Acceptance Testing
3	1.5.8	System Testing
2	1.6	Phase IV: Implementation
3	1.6.1	Deployment Planning
3	1.6.2	Installation
3	1.6.3	Data Migration
3	1.6.4	User Training
3	1.6.5	Monitor Progress
3	1.6.6	Post Implementation Review
2	1.7	Project Closeout/Completion
3	1.7.1	Finalize Project Deliverables
3	1.7.2	Confirm Project Completion
3	1.7.3	Review All Contracts
3	1.7.4	Review Documentation

## TABULAR VIEW

The Tabular View is a nicely organized table view of the WBS.

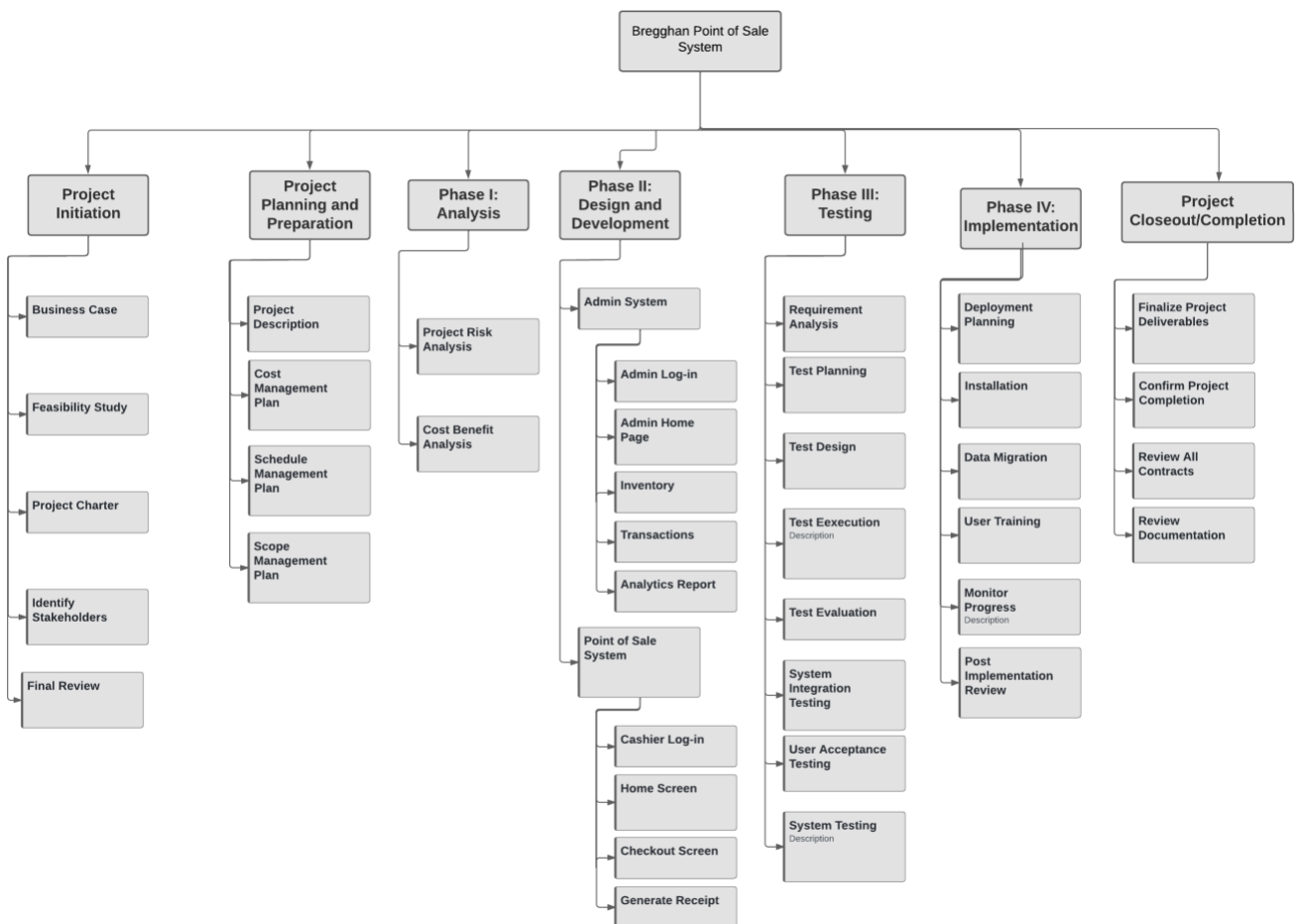
Level 1	Level 2	Level 3	
1. Bregghan Point of Sale System	1.1 Project Initiation	1.1.1 Business Case 1.1.2 Feasibility Study 1.1.3 Project Charter 1.1.4 Identify Stakeholders 1.1.5 Final Review	

	1.2 Project Planning and Preparation	1.2.1 Project Description 1.2.2 Cost Management Plan 1.2.3 Schedule Management Plan 1.2.4 Scope Management Plan	
	1.3 Phase I: Analysis	1.3.1 Project Risk Analysis 1.3.2 Cost Benefit Analysis	
	1.4 Phase II: Design and Development	1.4.1 Admin System  1.4.2 Point of Sale System	1.4.1.1 Admin Log-in 1.4.1.2 Inventory 1.4.1.3 Admin Home Page 1.4.1.4 Inventory 1.4.1.5 Transaction  1.4.2.1 Cashier Log-in 1.4.2.2 Home Screen 1.4.2.3 Checkout Screen 1.4.2.4 Generate Receipt
	1.5 Phase III: Testing	1.5.1 Requirement Analysis 1.5.2 Test Planning 1.5.3 Test Design 1.5.4 Test Execution 1.5.5 Test Evaluation 1.5.6 System Integration Testing 1.5.7 User Acceptance Testing 1.5.8 System Testing	
	1.6 Phase IV: Implementation	1.6.1 Deployment Planning 1.6.2 Installation 1.6.3 Data Migration 1.6.4 User Training 1.6.5 Monitor Progress 1.6.6 Post Implementation Review	

	1.7	1.7.1 Finalize Project Deliverables 1.7.2 Confirm Project Completion 1.7.3 Review All Contracts 1.7.4 Review Documentation	
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## TREE STRUCTURE VIEW

The Tree Structure View is the most popular format for the WBS. It presents an easy to understand view into the WBS; however, it is also tricky to create without an application specifically designed for creating this organizational chart structure. The Tree Structure below was created using only Microsoft Word and the SmartArt graphics option under the insert menu.



## WBS DICTIONARY

The WBS Dictionary contains all the details of the WBS which are necessary to successfully complete the project. Most importantly it contains a definition of each Work Package which can be thought of as a mini scope statement. Resources on the project will look at the WBS dictionary to determine the scope of the Work Package they've been assigned, so it's important to be clear when writing the definition. Most WBS dictionaries contain more information than we show in our sample.

Level	WBS Code	Element Name	Description
1	1	Bregghan Point of Sale System	
2	1.1	Project Initiation	Define project objectives, scope, and stakeholders
3	1.1.1	Business Case	Why the project should be pursued
3	1.1.2	Feasibility Study	Analyze the project's potential
3	1.1.3	Project Charter	Define the purpose, objectives, and scope of the project
3	1.1.4	Identify Stakeholders	Determine the people or groups from whom the project will benefit
3	1.1.5	Final Review	Final review before proceeding to the next phase
2	1.2	Project Planning and Preparation	Initial phase to establish solid foundation for the project's execution
3	1.2.1	Project Description	An overview of the purpose and objectives of the project
3	1.2.2	Cost Management Plan	An outline how the project's costs will be estimated
3	1.2.3	Schedule Management Plan	An outline of the project's timeline on how it will be



			monitor, developed, and controlled
3	1.2.4	Scope Management Plan	An outline how the scope of the project will be defined
2	1.3	Phase I: Analysis	Assess project risks and costs benefits
3	1.3.1	Project Risk Analysis	Identifying and analyzing risks that may impact the project
3	1.3.2	Cost Benefit Analysis	Comparison of total cost and benefits
2	1.4	Phase II: Design and Development	Creation of the system of the project
3	1.4.1	Admin System	Start of creation of the admin system
4	1.4.1.1	Admin Log-in	Creation of log-in for the admin system
4	1.4.1.2	Admin Home Page	Creation of home page for the admin system
4	1.4.1.3	Inventory	Creation of inventory page for the admin system
4	1.4.1.4	Transactions	Creation of transactions page for the admin system
4	1.4.1.5	Analytics Report	Creation of analytics report for the admin system
3	1.4.2	Point of Sale System	Start of creation of the point of sale (POS) system
4	1.4.2.1	Cashier Log-in	Creation of log-in for the cashier
4	1.4.2.2	Home Screen	Creation of home screen for the cashier
4	1.4.2.3	Checkout Screen	Creation of checkout screen for the cashier
4	1.4.2.4	Generate Receipt	Generation of receipt that includes transaction details
2	1.5	Phase III: Testing	Processing of testing and evaluating the system
3	1.5.1	Requirement Analysis	Analysis of steps to pursue the project

3	1.5.2	Test Planning	Test plan that outlines testing strategy, objectives, scope, and resources required for testing
3	1.5.3	Test Design	Designing test cases that maximize the chances of detecting defects
3	1.5.4	Test Execution	Testing of project requirements
3	1.5.5	Test Evaluation	Analyzing of test results to determine if the project meets the requirements
3	1.5.6	System Integration Testing	Examines how integrated components interact and interface with one another.
3	1.5.7	User Acceptance Testing	Checking if project meets the user acceptance
3	1.5.8	System Testing	Quality assurance testing of the system
2	1.6	Phase IV: Implementation	Execution of planned solution
3	1.6.1	Deployment Planning	Determination of steps needed before deployment
3	1.6.2	Installation	Setting up of the system for the client
3	1.6.3	Data Migration	Encoding of data into the system
3	1.6.4	User Training	Administration and cashiers' system-use training
3	1.6.5	Monitor Progress	Tracking of project's progress
3	1.6.6	Post Implementation Review	Evaluation of the project's implementation
2	1.7	Project Closeout/Completion	Final stage of the project
3	1.7.1	Finalize Project Deliverables	Finalization of project deliverables
3	1.7.2	Confirm Project Completion	Confirmation of project completion
3	1.7.3	Review All Contracts	Checking of all contracts

3	1.7.4	Review Documentation	Evaluation of all the documentations of the project
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## **GLOSSARY OF TERMS**

Level of Effort:	Level of Effort (LOE) is how much work is required to complete a task.
WBS Code:	A unique identifier assigned to each element in a Work Breakdown Structure for the purpose of designating the elements hierarchical location within the WBS.
WBS Level:	The WBS is organized into different levels, each level presents specific detail of the project