**Assignment/Tutorial/Practical Report Cover Sheet**

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| Subject Code : TMP 3113 | Subject Name : Project Management |

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| Assignment/Tutorial/Practical Number of Title : | Assignment 2 |

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| Name of Lecturer : | Dr. Stephanie Chua |

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| Due Date : 3rd December 2014 | Date Submitted : 3rd December 2014 |

This cover sheet must be completed, signed and firmly attached to the front of the submission.

All work must be submitted by the due date. If an extension of work is granted, an assignment extension acknowledgement slip must be signed by the lecturer/tutor and attached to assignment.

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| Please note that is your responsibility to retain copies of your assignment.***Plagiarism and Collusion are methods of cheating that falls under Peraturan Akademik Universiti Malaysia Sarawak para 11: Etika Akademik***  **Plagiarism**  Plagiarism is the presentation of work which has been copied in whole or in part from another person’s work, or from any other source such as the internet, published books or periodicals without due acknowledgement given in the text.  **Collusion**  Collusion is the presentation of work that is the result in whole or in part of unauthorized collaboration with another person or persons. |

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1. **Introduction**

This is a report on our findings after interviewed with a Senior Java Programmer who worked at Quantum Beez Sdn. Bhd. He is also work as a freelance Java Programmer. This interview was carry out through email. The interviewee was answer the questions based on his experience on how his company manage IT projects.

1. **Details of person interviewed**

Shamsul Bahrin Abdul Mutalib is a Senior Java Developer who worked with Quantum Beez Sdn. Bhd since January 2008. He is also worked as a freelance Java Programmer. His role is to manage and develop IT project that related with e-Learning System. Besides, he also worked at HLA Integrated and MIMOS Berhad before.

1. **How project carried out**
2. **Risk Management**

* Make good decision when selecting a project. Project must be technically feasible, and in line with organization’s expertise, evaluate the time frame given and resources that available.
* Perform both qualitative and quantitative risk analysis.
* Project manager has to always monitor and controlling the risk and make a suitable action to respond to the risks.

1. **Communication**

* Scrum approach can improve the communication between team members. It can keep track on the progress of the project through daily short meeting or by using emails.
* Project team and client will work together to select the project functionality during the sprint cycle of the Scrum Approach.
* The scrum master can communicate with the client.

1. **Tracking and Reporting**

* The project can be tracking using project management software such as Jira or Zoho Project Management Tools.

1. **Quality management**

* The IT project that developed will go thorough testing phases. There are 2 approach to test the project which are using testing software and a team of software testers to test on the project.

1. **Change management**

* Scrum methodology allows the customer / client to change their requirements. For example, some unpredicted changes on requirement can easily managed.
* If there is sudden change in project requirement, new iteration of development will initiate in terms of the changes.
* Scrum master will manage the changes on project team members, and make sure the changes does not affect the development cycle.

1. **Procurement management**
2. **Outsourcing**

* There are 2 approaches of outsourcing that using which are selective outsourcing and full outsourcing.

1. **Interview questions**
2. Under what circumstance your company will accept a certain project?
3. What kind of approach is used for development? In what way this approach helps?
4. How do you maintain communication with the client to ensure requirements are met?
5. How do you keep track on the progress and team status of a project? For instance, a member of a project encounter problem and unable to contribute?
6. How do you test the quality of the software?
7. If there is a sudden change in requirements or staffs, how the problem is take on?
8. For example when a new project requires a new hardware or software to be developed, how do you obtain these requirements? Via contract relations?
9. If you were to outsource the project, how it is done?
10. **Project Examples**

* **Learning and Campus Management System for INCEIF (International Centre for Education in Islamic Finance).** This project is to develop and customize a management system for INCEIF to manage their e-learning system and manage the resources of campus using the system.
* **VOISS (Virtual Online Instructional Support System).** Managed and developed a web-based application project that allow university to handle student information and e-learning system.