**Session 3: Managing Systems Projects**

**Tasks**

1. Jesse wants me to investigate GanttProject software to determine whether it would be suitable for SCR. She asked me to prepare a summary of pros and cons, and a sample of screen shots and information. (www.ganttproject.biz)
2. Jesse likes the idea of using task completion estimates with best-case, probable-case, and worst-case estimates. She said that I should use typical formulas and weight values to create a Microsoft Excel spreadsheet that would make it easier to calculate expected task durations.
3. To practice my skills, Jesse asked me to create an imaginary project with at least 12 tasks, which include dependent, multiple predecessor, and multiple successor tasks. She wants me to create a list showing the tasks and dependencies, and patterns. She also needs to know the duration, start, and finish for each task. She said to use my best guess regarding duration, and we could adjust it later.
4. Jesse wants me to prepare a brief handout for the other team members with some do’s and don’ts regarding project management. She wants me to include at least image. She suggested either a screenshot or a drawing that would show some aspect of project planning.