Coursework: Software development models & project management

Conference project plan

The first thing to do when planning for the conference is to determine the development approach. It is suggested to consider the requirement, constraints, risks and uncertainties. The requirement for the conference can be estimated easily. The constraints such as limit of money and resources for the promotion are controllable. Risks and uncertainties such as rejection of speech by potential speakers and unavailable venue are deterministic and can be solved by different approaches. Due to above deductions, predictive approach is more suitable. However, in this project, the event schedule may change due to different situations such as pandemic or requirement of the sponsors and speaker. Therefore, this conference plan is adopted a hybrid approach and mainly focused in predictive approach.

After deciding the development approach, the conference plan is then separated to different tasks by using a work breakdown structure. Process-oriented approach was adopted because the deliverables and objectives can be clearly stated. The conference plan is then divided into 7 processes. The advantage of the process-oriented approach is that one can follow the plan step by step during the implementation of the plan and the tasks in each process are not overlap. The milestones of the project can be set according to the tasks. There is total 7 milestones for this project. The milestones are distributed evenly through the plan. Apart from the milestones for the submission deadline, the purpose for the milestones of release deadline such as proposal and report the event schedule is to keep track of the progress of the project.

Then, to create the Gannt Chart, the major processes is first added to the chart after designing the x and y axis for time and tasks respectively. Then, the milestones and the subcomponent are plotted. The critical path is clearly indicated. It is important for the conference project because failed to complete tasks on the critical path may lead to delay of the whole project. The dependencies are then drawn on the chart to show the relation of the tasks. Since the tasks in this project is process-oriented, it is observed that the Gannt Chart is in a water-fall shape. It is easy to follow the progress.