Contents

Question 1

Strategic Goals:

1:   Developing skills for both college students and for needy populations;

2:   Sharing information on existing products and services that promote economic growth and sustainability;

3:   Promoting entrepreneurship.

Project 1

Project Name	**Global Treps**
How it supports business strategies	1. Creating opportunities for schools or organizations to hosting event which helps developing skills of college students and needy populations.
	2. Organizations' existing products and services would be promoted to the participants and sharks while holding their events.
	3. Attracts entrepreneur to join as participant in shark tank type of event to spark out their ideas and receive funding from sharks.
Potential Benefits	**Financial**
	1. Revenues from the sponsorship and donations from organizations.
	2. Potential incomes from part of the donations and profits earned by contestants.
	Other
	1. Creating reputation of our group from the organizations and increase the exposure of the future products.
	2. Strengthen the relationships between different organizations and potential sponsors.
Initial Assessment	1. High potential on achieving the strategic goals.
	2. Need long-term running to reach payback period.
	3. High value in improving global sustainability.

Project 2

Project Name	**Change the Laws Campaign**
How it supports business strategies	1. Close the economic inequality gap by launching a global movement to change laws, such as setting a minimum wage for every country. 2. Increase citizens' understanding of national and global laws by displaying existing and proposed laws on the website, thereby generating attention and discussion. 3. Provide opportunities to engage with legislators and use public pressure to promote legislation on sustainability and equality issues.
Potential Benefits	**Financial** 1. A good reputation can attract new customers and increase customer loyalty, thereby increasing the company's revenue. 2. Other socially conscious organizations are more likely to form strategic alliances with socially responsible companies, opening new revenue streams and market expansion opportunities. **Other** 1. Exchange ideas on changing laws and gain mainstream ideas from society.
Initial Assessment	1. There is significant potential to enhance the company's reputation. 2. Take a long time to gather enough people to push legislation. 3. The project has no direct income and relies on corporate investment projects.

Project 3

Project Name	**Wealthy Unite**
How it supports business strategies	1. Giving the richest people a platform to express how they create a better world and encouraging them to use their financial resources to contribute to the world. 2. List celebrities' contributions to charity, encourage capable people to imitate the above behaviors, and enhance public awareness of citizenship. 3. Provide a platform for the public to discuss ways to reduce economic inequality, thereby attracting government attention and implementing people's suggestions.
Potential Benefits	**Financial** 1. Donations from the richest people. 2. Potential resources by showcasing the impact of projects supported by the richest people. **Other** 1. Encourage the exchange of ideas and drive innovation in philanthropy. 2. Inspiring others to contribute to philanthropy.
Initial Assessment	1. High potential on uniting the richest people to make positive impacts on society. 2. Need long term to become reliable and gain the support of people. 3. Opinions provided by the richest may not match the actual needs of low-income people.

Project 4

Project Name	**Global Smart Shoppers**
How it supports business strategies	1. Provide a platform for college students to start their e-commercial business, promoting entrepreneurship. 2. Promoting existing products that can support economic growth and sustainability, creating an equitable and sustainable future 3. Providing a channel that enables everyone to provide services on the platform, encouraging skills development.
Potential Benefits	**Financial** 1. Revenue from the order transection fees 2. Revenue from providing advertisement in the application **Other** 3. Support Small and medium enterprises (SMEs) development

	4. Create more job opportunities
Initial Assessment	1. Long payback period
	2. Highly competitive and mature in the existing market, red ocean

Question 2

Project Scope Statement:

Project Title: Global Treps

Date: May 1, 2024,

Prepared by: Project Manager

Project Summary and Justification:

This project aims to inspire more entrepreneurs by creating a website to support "Shark Tank" style entrepreneurship events a support the strategic goals, including developing skills for college students and those in need, sharing information about products and services that promote economic growth and sustainability, and promoting entrepreneurship. The target user will be the event participate or the investor. The scheduled duration will be six months with a $120,000 budget. The budget will mainly be used for developing the website, travel expenses, organizing events, consultants, and legal/business fees. The project will be tested by holding four events within four months to transition the results into a successful business.

Product Characteristics and Requirements:

1. Templates and Guidelines: The website will allow users to download file templates and provide guidelines to assist users in filling out the documents. The file templates should contain the project proposal and project update files in Microsoft Word format.

2. Event Creation: The website should allow users to create an event by filling in the project name, description, target donation amount, supporting image, and contact method and uploading a type project proposal file.

3. Event Donation: The website will allow users to make donations to specific events. The donation amount should be greater than $5, and payment methods should accept Mastercard or Visa credit cards. The final payment amount should markup 5% as commission to support the operations.

4. Digital Receipt: A digital receipt should be generated with donation and event information and sent to the donator by email as a reference.

5. Customizable Interface: The event proposer should customize the event webpage to solicit local participants and sharks, accept applications, and promote the winners and losers. The customized interface should not require any coding knowledge; the customization should use a simple drag-and-drop approach to make it easy to use.

6. Search Feature: The webpage should include a feature allowing users to search for events using specific keywords.

7. Filter Feature: The webpage should include a filter feature that allows users to filter events by specific characteristics, including date, target donation amount, type, and industry.

8. Webpage Design: The website should provide a user-friendly interface and adhere to the W3C Web Accessibility Guidelines to allow users from different backgrounds to use it easily.

9. System Availability: The webpage and its systems should be available 24/7 with 99.9% availability, if not on the maintenance schedule.

10. Multi-Language Support: The web language should change automatically

based on the device setting. The language should support Traditional Chinese, Simplified Chinese, English, and Vietnamese.

11. System Design: The system design should be front-end and back-end design by using React and NodeJS.

12. Database Design: The database will use the latest version of MySQL as the database.

13. Data Privacy: Data collection should refer to regional data privacy compliance laws, including the European Union's General Data Protection Regulation (EU GDPR).

14. Development Approach: The product will use Agile as a development approach to prioritizing continuous feedback.

Summary of Project Deliverables

Project management–related deliverables: Project Charter, Scope Statement, Team Charter, WBS, Project Schedule, Lesson-learned report, Final Project Report, Cost baseline, Business plan

Product-related deliverables:

1. Survey: Survey the investor and potential entrepreneurs to investigate the webpage's desired features or requirements.

2. Event template file: The webpage needs to provide a project proposal and project update template file to collect the required information

3. Event sample file: The webpage should provide an example of an event proposal and event update files for event participants to fill in the information.

4. Short video: guide people how to use the site, provide suggestions or introduction for holding the events, the video format should be MP4 and able

to play online by using Chrome browser directly.

5. Requirement specification: a document describing the project requirements and how this product achieves it.

6. Website design document: it is a document that provides the structure of a web page and interface design-related information.

7. Website code: all code related to the web page, including both front-end and back-end.

8. Database specification: it is a document that contains the database's structural and testing-related information

9. Deployment plan: it is a document that contains the steps to deploy the website to the internet

10. Test plan: a guidance document to guide how to test each function in the webpage, who should test, and bug report-related information.

11. Data Privacy and Compliance Report: This document contains information on how the website follows EU GDPR requirements.

12. Customer feedback report: This document describes user feedback regarding different aspects of the website.

Project Success Criteria:

The tactical goal is to complete this product development within two months and conduct four events in four countries without being over budget. The webpage should work typically and satisfy all stakeholder's needs by survey. The project should collect enough data to transform the project results into a successful business.

Question 3

WBS

1. Initiating
    1.1. Stakeholder Identification
    1.2. Project Charter
    1.3. Project Scope
    1.4. Kick off-meeting
    1.5. Donation acceptance

2. Planning
    2.1. Team planning meeting
    2.2. Forming project team
        2.2.1. Identify team members
        2.2.2. Define role and responsibilities
        2.2.3. Create team charter
    2.3. Scope statement
    2.4. Work Breakdown Structure (WBS)
    2.5. Events Planning
        2.5.1. Vietnam
        2.5.2. India
        2.5.3. Ethiopia
        2.5.4. Local
    2.6. Developing project budget
        2.6.1. Define cost management plan
        2.6.2. Estimate cost
        2.6.3. Determine budget
    2.7. Developing project schedule
        2.7.1. Task resource allocation
        2.7.2. Task duration estimation
        2.7.3. Task dependency mapping
        2.7.4. Gantt chart creation
    2.8. Planning quality management
        2.8.1. Quality planning

2.8.2. Quality assurance procedures

2.8.3. Quality control measurement

2.9. Planning risk management

2.9.1. Risk identification

2.9.2. Risk analysis

2.9.3. Risk mitigation

2.10. Planning communication management

2.10.1. Communication strategy

2.10.2. Communication scheduling

2.11. Planning for multi-language support

2.11.1. Identify language requirements

2.11.2. Plan for language implementation

2.12. Planning for data privacy and compliance

2.12.1. GDPR compliance planning

2.12.2. Data privacy impact assessment

2.13. Planning for Instructional videos

2.14. Planning for system testing

2.14.1. Define system requirements

2.14.2. Test planning

3. Executing

3.1. Website development

3.1.1. User interface design

3.1.2. Buying website

3.1.2.1. Submit UI design and requirements

3.1.2.2. Reserve time for development

3.1.3. Customized functions implementation

3.1.3.1. Frontend

3.1.3.2. Database implementation

3.1.3.3. Payment

3.1.3.4. Digital Receipt

3.1.3.5. Multi-language support

3.2. Agile development process

3.2.1. Planning

3.2.2. Development

3.2.3. Testing

3.3. Template and Guideline Development

3.3.1. Template creation

3.3.2. Guideline documentation

3.4. Instructional videos production

3.4.1. Video creation for website

3.5. Database design and development

3.5.1. Database design

3.5.2. Database implementation

3.5.3. Database testing and validation

3.6. Organizing Shark Tank

3.6.1. Planning for shark tank

3.6.2. Communicate with organizations or college

3.6.3. Hold Events

3.6.3.1. Vietnam

3.6.3.2. India

3.6.3.3. Ethiopia

3.6.3.4. Local

3.7. System Testing

3.7.1. Test case design

3.7.2. Internal test case execution and control

3.7.3. Test result documentation

3.8. System deployment

4. Monitoring and Controlling

4.1. Progress report

4.2. Monitoring and control stakeholder management

4.3. Monitoring and control project scope

4.4. Monitoring and control project schedules

4.5. Monitoring and control project cost

4.6. Monitoring and control project quality

4.7. Monitoring and control project risk

4.8. Monitoring and control project communication

4.9. Monitoring and control project integration management

4.10. Monitoring and control events

    4.10.1. Vietnam

    4.10.2. India

    4.10.3. Ethiopia

    4.10.4. Local

4.11. Data Privacy

    4.11.1. Identify data privacy regulations

    4.11.2. Comply data privacy regulations

    4.11.3. Implement data privacy measurement

4.12. System performance and availability test

5. Closing

5.1. Project changes

    5.1.1. Collect stakeholder feedback

    5.1.2. System refinement

5.2. Create final project report

5.3. Project closure meeting

    5.3.1. Lesson Learned documentation

5.4. Develop transition plan

    5.4.1. Collect data

    5.4.2. Create business plan

Question 4

Strategy for Scope Validation and Change Control

Agile workflow

Description: In order to increase the acceptance of scope from the stakeholders and reduce the changing requirements, making use of agile development workflow would be a good approach. Since agile workflow could help us to review the work progress and validate the scope of the project frequently, the scope would be improved every time.

Keys: 1.   Being as both project members and event organizer, which is one of our stakeholders, our own ideas on the project scope could be reviewed efficiently and facilitate the scope collection and improvement.

2.   As the progress of the project and development would be presented every week or scrum, the project progress could be reviewed frequently. The requirements could be updated if we have any modifications to that.

3.   Prototypes are developed as every progress updates. These prototypes could be reviewed by some of our stakeholders, for instance our colleges. The reviews could increase the user involvement and keep the requirements written.

4.   User stories are used to represent the requirements from the stakeholders and user stories are more flexible to be modified and link to the project and development. These user stories are also well-managed for better control and documenting.

Question 5

Scheduling

*The project file is provided through the submission box.

Critical Path:

*Could be referred to the critical path showed in the project file (inactive "Monitoring and controlling" to check the critical path without it)

Name	Start	Finish
Stakeholder Identification	Tue 7/5/24	Tue 7/5/24
Project Charter	Fri 3/5/24	Mon 6/5/24
Project Scope	Wed 8/5/24	Thu 9/5/24
Identify team members	Wed 1/5/24	Wed 1/5/24
Define role and responsibilities	Wed 1/5/24	Wed 1/5/24
Create team charter	Thu 2/5/24	Thu 2/5/24
Scope Statement	Fri 10/5/24	Mon 13/5/24
Work Breakdown Structure	Tue 14/5/24	Wed 15/5/24
Quality Planning	Thu 16/5/24	Thu 16/5/24
Quality assurance	Thu	Fri 24/5/24

procedures	23/5/24	
Quality control measurement	Mon 10/6/24	Mon 10/6/24
User interface design	Tue 11/6/24	Mon 24/6/24
Submit UI design and requirements	Tue 25/6/24	Tue 25/6/24
Reserve time for development	Wed 26/6/24	Tue 23/7/24
Frontend	Wed 24/7/24	Tue 30/7/24
Multi-language support	Mon 19/8/24	Wed 21/8/24
Test case design	Thu 22/8/24	Fri 23/8/24
Internal test case execution and control	Mon 26/8/24	Fri 30/8/24
Test with shark tanks	Mon 2/9/24	Mon 2/9/24
Test result documentation	Tue 3/9/24	Thu 5/9/24
System deployment	Fri 6/9/24	Thu 12/9/24
Collect data	Fri 27/9/24	Thu 3/10/24
Create business	Fri	Thu

plan	4/10/24	17/10/24

The critical path is as above without considering the "Monitoring and Controlling" task, which will be maintained through the whole project.

Resources:

*Could be referred to the resources list in the "Resources Sheet" in the project file.

1. Project Manager: Me
2. Bobby: IT guy in the project team
3. Kim: Project member
4. Ashok: Project member, will be assigned with some tasks related to business area
5. Alfreda: Project member
6. Buying website: The website will be bought from the online provider
7. Server: A server would be purchased for managing the database of the website
8. Laptops: Laptops are bought for project members for this project
9. Internet Access: Required for the virtual meeting, a half-year plan is bought for each member
10. Donation Services: The donation service is outsourced and provided by an organization and implemented to our website
11. Legal Consultant: Since the we would need to consult about the data privacy of our website, a legal consultant is required to be met for consultation
12. Travel Cost: For the traveling cost when holding activities
13. Video Production: The video production is outsourced to a local studio with one-time payment
14. Event Funding: Each shark tank event is funded and the prizes for winner are included
15. Licensed Software: Different tasks may be required professional software to

develop products

Question 6

Cost Model

	# Units/Hrs	Cost/Unit/Hr.	Subtotals	WBS Level 2 Totals	% of Total
1. Labour Estimate				HK$45,280	40%
Project Manager	400	HK$20	HK$8,000		
Project Team Members	1048	HK$20	HK$20,960		
IT Member	544	HK$30	HK$16,320		
2. Hardware				HK$12,500	11%
Server	1	HK$2,000	HK$2,000		
Laptop	3	HK$3,500	HK$10,500		
3. Software				HK$6,420	6%
Internet	3	HK$500	HK$1,500		
Licensed Software	6	HK$70	HK$420		
Outsource website	1	HK$3,000	HK$3,000		
Outsource Donation Development	1	HK$500	HK$500		
Outsource Video Production	1	HK$1,000	HK$1,000		
4. Travel				HK$30,000	26%
Travel Cost	300	HK$100	HK$30,000		
5. Others				HK$6,500	6%
Event funding	4	HK$1,000	HK$4,000		
Legal Consultant	1	HK$2,500	HK$2,500		
Subtotal			HK$100,700		
6. Reserves (13% of total estimate)				HK$13,091	12%
Total project cost estimate				HK$113,791	

Cost baseline

	Months						
	1	2	3	4	5	6	Totals
1. Labour Estimate							
Project Manager	3680	960	960	960	1440		8000
Project Team Members	2720	3360	2880	1920	6560	3520	20960
IT Member	1680	3360	2880	4080	3600	720	16320
2. Hardware							
Server		2000					2000
Laptop	10500						10500
3. Software							
Internet	1500						1500
Licensed Software	350	70					420
Outsource website		3000					3000
Outsource Donation Development			500				500
Outsource Video Production				1000			1000
4. Travel							
Travel Cost	5000	5000	5000	5000	5000	5000	30000
5. Others							
Event funding					4000		4000
Legal Consultant	2500						2500
6. Reserves		2,618.20	2,618.20	2,618.20	2,618.20	2,618.20	13091
Totals	27930	20368.2	14838.2	15578.2	23218.2	11858.2	113791

Question 7

Quality Standards

Requirements	Global Treps
Getting people to use the new website	1. The website should be user-friendly. The website should allocate different information into different areas clearly so that people can easily find the information they want. 2. Ensure the newest online version of the events by showing videos of contestants and live reactions of the sharks as soon as possible. 3. Ensure the website can perform without failure in 95 percent of use cases during a month. Testing the website every month and collecting the users' reflection. 4. Promote the website to increase its popularity.
Having successful events	1. Improve the credibility of the events by inviting famous entrepreneurs. 2. Prepare adequate venue arrangements and communicate with participants timely. 3. Promote the events to college students and entrepreneurs with telling the benefits.
Helping promote entrepreneurship across the globe	1. The entrepreneurs can share their advice on entrepreneurship in the events. 2. Provide inspiration of entrepreneurship to the audience by the participants or entrepreneurs. 3. Provide opportunities to straighten the developing skills of the participants.
Addressing various geographic and cultural issues	1. Organize events around the world, sharing the various geographic and cultural issues by the entrepreneurs from different countries. 2. Invite entrepreneurs with different cultural backgrounds.

Question 8

Resources Histogram
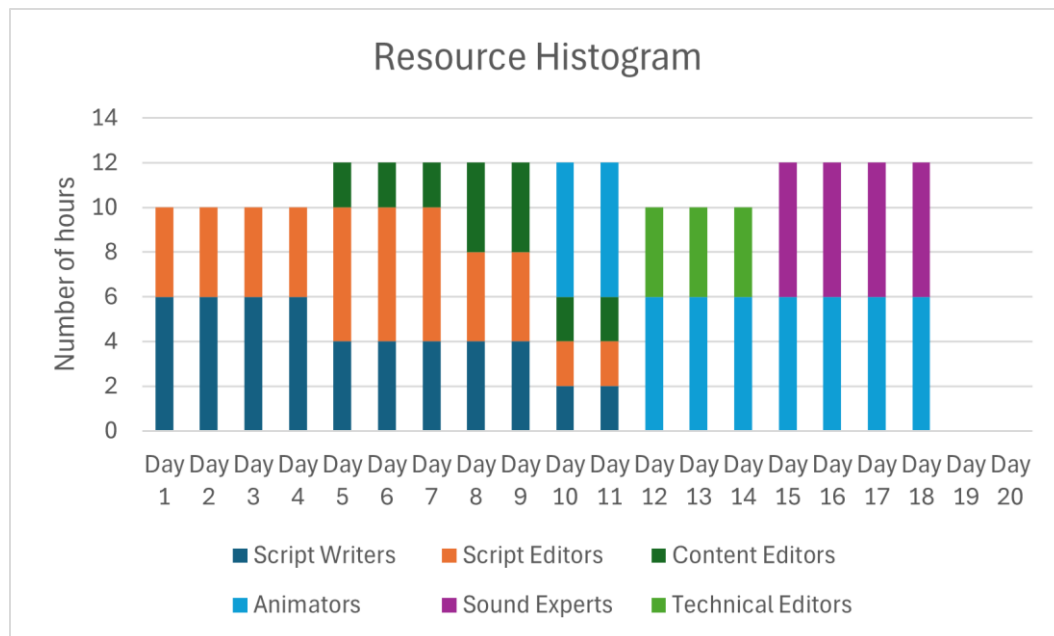
From Day 1 to Day 4, the prototype of the script should be prepared. The jobs at that period should mainly be assigned to script writers and script editors.

From Day 5 to Day 9, a completed script should be prepared and ensured the content is accurate. The jobs at that period should mainly be assigned to script writers, script editors and content editors.

From Day 10 to Day 11, the animators should discuss with script writers, script editors and content editors to avoid misunderstanding the script. The jobs at that period should mainly be assigned to script writers, script editors, content editors and animators.

From Day 12 to Day 18, the animators should complete the animations with sounds provided by sound experts and improve the video with technical editors. The jobs at that period should mainly be assigned to animators, sound experts and technical editors.

Question 9

Project Communications Management

Requirement	Action	Communication Medium
communicate with **Ashok**	1. Send him a personal email or message expressing concern for his health and wishing him a speedy recovery.	Email, due to the injury of Ashok, Email can be waiting response at his convenience.
Communicate to teams	1. Since Ashok is unable to work, redistribution of his responsibilities is crucial. We should arrange a meeting where everyone can discuss the situation and understand its implications.	Meeting, allows everyone to discuss the situation.
communicate to Angela	1. to gather more information about Ashok's video editing assignment. 2. Discuss how to split the work into much detail.	Phone call, which provide personal communication, allowing me to ask specific questions.
Create Kanban board	1. Bobby's familiar with Kanban boards, in order to introduce and explain the use of Kanban boards, a meeting is needed.	Meeting, allows Bobby introduce Kanban boards to everyone.

| Provide suggestion to Alfreda | 1. Since Dr. B is busy and doesn't use text messages, emailing might be an effective way to contact him. The email allowed Alfreda to convey the necessary information and wait for Dr. B's response at his convenience.

2. Ask Dr. B about his preferred method of communication during long-term cooperation. This shows respect for his preferences and increases the chances of successful communication. | Text message, due to conveying simple information |

Evaluate the impact on project progress

The determination of whether task reassignments will affect project timelines will be made after the meeting.

Due to the reallocation of workload, Ashok's workload is reallocated, and schedule adjustments require additional actions. The overall schedule may be affected, and the project may be delayed.

Question 10

Stakeholder Management Strategy

Name	Level of Interest	Level of Influence	Potential Management Strategies
Dr. K (project sponsor)	High	High	She is passionate about the entire project and as a professor and sponsor, her advice can benefit the project. She is more likely to know the progress of the project, have a lot of regular meeting might be benefit the project.
Dr.B (Instructors)	Low/ Moderate	High	It is necessary to consider alternative channels for effective interaction. Due to his busy schedule, he may not be excited about the project. Need booking time to exchange key information in order to organize the events.
Angela	Moderate	Moderate	Angela is helpful, she could provide the latest updates on the project, Angela's company has a lot of experience in making animation, and her team can provide valuable input on video editing techniques. Text message or phone call would be useful to ask for some technical issue about video editing.
Peter (India instructor)	High	Moderate	An experienced instructor, he likes to take charge of the entire project, he could provide some useful recommendations on the event.
Mary (Vietnam instructor)	Low	Moderate	She is a freshman instructor; she just wants to finish her work and then get off work. Tell her about how this project could help her resume might motivate her.
Bobby	High	High	main technical guy on the project, proficient in multiple programming languages. He is shy and had difficulty

			communicating. More team-building event is needed.
Alfreda, Kim, and Ashok	High	High	They seemed excited about the project. However, Ashok is injured but he might be willing to provide some information and advice about the project. Teams can benefit from organizing some team-building activities, but due to geography, the activities should be held online.