

Pre-Workshop Quiz (Baseline)

Multiple Answers may be correct.

1. Project Charter is created and signed by.....
 - A. Project Manager
 - B. Project Sponsor
 - C. project Team
 - D. Customer

2. Which of these is/are part of Project Management Plan?
 - A. Process Tailoring
 - B. Process Detailing
 - C. Baseline
 - D. Project Schedule
 - E. Project Life Cycle
 - F. Project Thresholds
 - G. None
 - H. All

3. Project Boundary is defined in?
 - A. Project charter
 - B. Scope Management Plan
 - C. Work Breakdown Structure (WBS)
 - D. Product Design

4. Risk Identification is responsibility of (chose one)?
 - A. Team Members
 - B. Project Manager
 - C. Project Team
 - D. Project Management Team
 - E. Project Sponsor

5. Risk Management Plan does not contain?
 - A. Risk Management Strategies
 - B. Risk Management Framework
 - C. Responsibilities of People to implement Risk Management Framework
 - D. Risk Appetite of stakeholders

6. Risk may be positive?
 - A. Yes
 - B. No
 - C. Depends upon situation

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- D. Risk is always negative
 - E. Procurement Management Plan
7. Schedule Management Plan includes?
- A. Schedule baseline
 - B. Schedule Thresholds
 - C. Estimator Team
 - D. Estimation Process
 - E. Schedule Control Process
8. Which of these is/are not part of 7 basic quality tool?
- A. Quality Function Deployment
 - B. check Sheet
 - C. Pareto Chart
 - D. Histogram
 - E. Scatted Diagram
 - F. Value Chain Analysis
9. Who create human resource management plan?
- A. HR Manager
 - B. Project Manager
 - C. Program Manager
 - D. Senior Management
10. How to engage stakeholder is part of....
- A. Communication Plan
 - B. Stakeholder Register
 - C. Stakeholder Management Plan
 - D. Organizational Stakeholder Management Guidelines
11. When should you estimate your project (choose best answer)?
- A. During Proposal
 - B. During Planning
 - C. During Project Initiation
 - D. Throughout Project Lifecycle whenever there is need
12. Change request and scope creep both are
- A. Same thing
 - B. No, they are not same
 - C. Scope creep means giving extra to customer
 - D. Change request means customer must pay for it

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13. When do you document assumption and risk?
- A. At the start of project
 - B. During planning
 - C. During execution
 - D. During proposal
14. Earned value in project is NOT
- A. Money spent on project
 - B. Money planned to be spend on project
 - C. Value of the worked to be delivered
 - D. Status of work
15. Which is true for communication requirement analysis
- A. Should be performed by project team
 - B. Should be done by project manager
 - C. Analyzing value and cost of communication
 - D. Should be done throughout project lifecycle
 - E. Should be done during planning

Date:

Your Name

Correct Score

Stakeholder Register

ID	Name	Department	I/E	Location	Favoring Against Neutral	Needed Position	Contact Details	Manager Details	Personal Info	Engagement Plan
1										
2										
3										
4										
5										
6										
7										
8										
9										

Enterprise Environmental Factors (EEF)

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10

Organizational Process Assets (OPA)

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10

Project Charter

1. Project purpose or justification
2. Measurable project objectives and related success criteria
3. High – Level Requirements/Deliverables
4. High – Level Project description

Project Charter

5. High – Level Risks, Assumptions, Dependencies, Constraints

6. Summary milestone schedule

7. Summary Budget

8. Project approval requirements

9. Assigned project manager, responsibility, and authority level

Project Charter

10. Name and authority of the sponsor or other person(s) authorizing the project charter

11. Project Start date

Success Criteria

List of Key Stakeholders

	Name	Department
1		
2		
3		
4		
5		

Project Success Criteria

#	Parameters	Formula	Value
1			
2			
3			
4			
5			
6			

Success Criteria

7

8

9

10

Product Acceptance Criteria

1

2

3

Product Success Criteria

1

2

3

4

Requirement Traceability Matrix (RTM)

Responsibility Assignment Matrix (RAM)

Stakeholder Register

Risk#	Name	Probability	Impact	Exposure	Urgency	Reporter	Reporting Date	Owner	Status	Response Plan	Contingency Plan
1											
2											
3											
4											
5											
6											
7											
8											
9											

Takeaway of Project Execution

1

2

3

4

5

6

7

8

9

10

Project Metrics for My Project

#	Name	Formula	Benchmark	Owner	Purpose

My Takeaway of Workshop