ITEC 640 9044 Information Technology Project Manageme...

Group Project

Group Project

The group project requires each team to describe a real or hypothetical information technology project and to develop an integrated project plan that would be used to manage this project throughout its life cycle. The group project requires students to apply the project planning and related project management tools and techniques covered in this course. The IT project you choose should not be trivial; that is, it should be a project that would require the use of multiple people and involve one or more complete phases of a life cycle as described in your textbooks for this course. In practice, the scope and development of a project is usually the result of a group teamwork effort as reflected in the Project Plan.

Thus, start out with a project plan. Each individual will submit a peer evaluation for each group assignment. However, only the Group Leader will submit the team assignment. Thus, designate one of your team members as the Group Leader for purposes of submitting the assignments.

The group term project requires the following deliverables by the specified due dates:

GA1 Group Assignment #1: Project Proposal -- Due at the End of Week 3. Prepare a term project proposal, which includes: a) introduction, b) statement of need, c) project definition, and d) high level approach to developing the plan.

The proposal should be in the form of a single, comprehensive, professional, business like report. All project proposals should be submitted in the assignment area of the designated group leader. Length is 5 or more single spaced pages (10 double spaced) . It should clearly demonstrate that your team has thought through your project and is working well as a project group.

GA2 Group Assignment #2: Interim Group Report -- Due at the End of Week 5. Each group submits a report that includes:

- A proposed outline for the project plan.
- A table that shows team member roles and responsibilities for the project as well as an estimate of how many hours that will be spent on each part of the plan.
- A schedule of internal deadlines that your team plans to complete the project. Include the individual responsible for meeting each deadline.
- An analysis of any risks the team perceives in accomplishing the project planning.
- A list of resources that will be used to complete the project plan, including an initial bibliography.

This document should be approximately 5 pages single spaced (10 double spaced) with sufficient detail to demonstrate successful progress toward a group project solution with the workload balanced among the group members.

GA3 Group Assignment #3: Project Plan & Status Reporting -- Due at the End of Week 8. This assignment consists of two parts – one that is process oriented, and one that is product oriented.

(Process is worth 10% of the assignment grade.) The process oriented portion of this assignment consists of status reports of the progress of the work.

GA4 Group Assignment #4: Peer Evaluation and Lessons Learned -- Due at the End of Week 8

For this final assignment for the group project, each group member evaluates the effort and contribution of each of his or her team members. Each student will submit a confidential evaluation report, expressing his/her own independent evaluation of team members and the presentation reports. This assignment should be submitted in the student's individual assignment folder, following the instructions and using the template provided in the Peer Evaluation Form, available under Course Content (left menu).

GRADING The overall group project is worth 24% of your total grade. The percentile breakdown of the various assignments as well as your personal group contribution is as follows:

GA1 Group Assignment #1 – 7%

GA2 Group Assignment #2 – 7%

GA3 Group Assignment #3 – 7%

GA4 Group Assignment #4 – 4%

NOTES ON CONTENT & FORMAT There are no right or wrong answers for any of the project deliverables – however, if you make use of tools such as Microsoft Project, they should be applied in an appropriate way to the problem(s) at hand and calculations should be mathematically correct. Please turn in the Project assignments in as few files as possible printing Microsoft Project items as a pdf. The real challenge is to analyze your project and apply sound IT project management principles in creating a concise project plan. Each report should be professional in content and presentation. Assume that this report is going to an important customer, or your corporate management. A note on format for all reports: use APA format for citations and the bibliography or references list for all published resources cited in your documents. While you do not have to use APA for the overall format of your reports, you may want to do this anyway as it is good practice for all academic work. Good luck and enjoy the project!

Group Project Part #1 - Due end of Week 3
Assignment

GA1 Group Assignment #1: Project Proposal. Prepare a term project proposal, which includes: a) introduction, b) statement of need, c) project definition, and d) high level approach to developing the plan.

The proposal should be in the form of a single, comprehensive, professional, business like report. All project proposals should be submitted in the assignment area of the designated group leader. Length is 5 or more single spaced pages (10 double spaced) . It should clearly demonstrate that your team has thought through your project and is working well as a project group.

SEE THE SYLLABUS FOR OTHER GROUP ASSIGNMENTS.

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Group Project Part #2 - Due end of Week 5
     Assignment

GA2 Group Assignment #2: Interim Group Report . Each group submits a report that includes:

- A proposed outline for the project plan.
- A table that shows team member roles and responsibilities for the project as well as an estimate of how many hours that will be spent on each part of the plan.
- A schedule of internal deadlines that your team plans to complete the project. Include the individual responsible for meeting each deadline.
- An analysis of any risks the team perceives in accomplishing the project planning.
- A list of resources that will be used to complete the project plan, including an initial bibliography.

This document should be approximately 5 pages single spaced (10 double spaced) with sufficient detail to demonstrate successful progress toward a group project solution with the workload balanced among the group members.

Please use as few files as possible (with Word for most items and print outs in pdf rather than Project or similar software files). Please have one team member submit and make sure all team members (full names) are included on cover page).

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Group Project Part #3 - Due end of Week 8
     Assignment

GA3 Group Assignment #3: Project Plan & Status Reporting. This assignment consists of two parts – one that is process oriented, and one that is product oriented.

(Process is worth 10% of the assignment grade.) The process oriented portion of this assignment consists of status reports of the progress of the work.

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Group Project Part #4 (Peer Report) - Due end of Week 8
     Assignment

🕐 Ends Apr 4, 2019 7:33 PM

GA4 Group Assignment #4: Peer Evaluation and Lessons Learned

For this final assignment for the group project, each group member evaluates the effort and contribution of each of his or her team members. Each student will submit a confidential evaluation report, expressing his/her own independent evaluation of team members and the presentation reports. This assignment should be submitted in the student's individual assignment folder, following the instructions and using the template provided in the Peer Evaluation Form, available under Course Content (left menu).

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