

**Department of Computer Science**

**American International University-Bangladesh**

**Software Development Project Management**

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**Assignment**

**Course Instructors:**

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**Section: C**

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**Question 1:** “A functional organization mandates production of good quality documents”. Why or why not? Explain.

**Answer:**

Functional organization produce good quality of documents. Now we will explain this.

Functional organization structure is the most common type of organization structure. This structure adjusts that how the employee, resources and all other teams and members will work to reach the project finish line within the target time. Some of the major type of organization structure is **Functional Organization**, **Matrix Organization**, **Projectized Organization**. In this part we will discuss about functional organization structure. In functional organization structure the employees are divided by departments or units. From different functional units the team members are allocated. Therefore, Functional Organization is a fully hierarchical structure.

The Functional manager has the full authority, even the project manager has no authority to make decisions on the projects/products. And the teams directly go to the functional manager. Functional manager set the budgets, and the project manager assist functional manager.

The advantages and disadvantages of the functional organization are described below:

**ADVANTAGES:**

1. **No changes:** In Functional Organization Structure the project usually finished with basic functional structure of the organization.
2. **Flexibility:** In this structure there is people from different functional units, so there are many professional people available in every development.
3. **Easy scalable:** When the organization grows, we can easily scale it up.

**DISADVANTAGES:**

1. Focus on goals rather than the company goals.
2. It is slow.
3. As we know in this organization structure many members come from verities of department so it can be possible that a member from any department have lack of knowledge of other departments.

If the company is large then the company can for the functional organizations, but for the small companies it might be not necessary to use this structure. If the project needs very depth knowledge than this structure is perfect for them. If the company wants to earn profits based on the employee skill, then this organizations will help.

On this discussion we can conclude with that functional organizations can produce very good quality documents.

**Question 2:** Suppose, XYZ University is a higher education institute in Bangladesh which used to be managed by a local government authority but has now become autonomous. Although the university has become autonomous, its payroll is still administered by the local authority and pay slips and other output are produced in the local authority’s computer center. The authority now charges the university for this Service. The university management is of the opinion that it would be cheaper to obtain an ‘off-the-shelf’ payroll system and do the payroll processing themselves.

Identify the major stakeholders in the XYZ University.

**Answer:**

**Off-The-Self:**

Off-the-shelf is something which purchased or commonly available without any modification or customization.

**Stakeholders:**

We learn about a stakeholder that it is an organization who may be affected itself by a decision, activity, or outcome of a project. They have interest in the projects.

Different types of stakeholders might have different objectives those depends on time, cost, scope, resources, quality, maintenance & risk.

Stakeholders can be categorized as:

1. Internal to the project team.
2. In the same organization but external to the project team.
3. External to both the project and the organization.

The context that has been given to us is that, XYZ University is a higher education institute in Bangladesh which used to be managed by a local government authority. The university has become autonomous, but its payroll is still administered by the local authority. In the native authority’s computer center, the other output and pay slips are also produced. The university now have to pay liability for these services to the authority. The university authority give the opinion that it would be affordable to obtain an ‘off-the-shelf’ payroll system and do the payroll processing themselves. We have to identify the major stakeholders in the XYZ University which are:

**Internal Stakeholders:** An educational institution like universities have internal stakeholders as students, teachers, administrators and parents can be considered. For the success and development of a university they play an important role. Except them the organizations cannot execute their missions. They cannot be separatable.

* **Teachers:** As we learn teachers are one of the main internal stakeholders of the University. If the University bared losses, it would directly impact the teachers in terms of their salaries and living. For example – In this covid situation, all educational institutions are suffering a lot as well as teachers are also facing lots of difficulties.
* **Students:** Students are another main internal stakeholder of the University. Their education is directly dependent on how well the University manages to keep itself functioning. In giving them proper education their future employment possibilities will also be directly linked to the University’s success.
* **Parents:** Parental involvement in a child's learning process from the early years to university life remains among the key factors in contributing to a child's success. As parents, their support and earning contributions make their children’s life more successful to learn and gather knowledge as well as it is linked with University’s success.
* **Administrators:** The Stakeholder Administrator is responsible for managing the  
  individuals, including employees, consultants, organization administrators, project administrators, IT and Internet services and fellow stakeholder administrators who will be interacting with the university management system.

This responsibility includes:  
• As a member of the organization they invite the employees;  
• Associating the appropriate stakeholder role; and  
• Updating/disabling user account access

As they are investing effort and time into ensuring that the institute is performing at its best, they are also directly being impacted by the success of the university.

* **Board of Directors:** The board of directors usually responsible for things like new acquisitions, key position for hiring, and oversight and budget items including distributed profits for the university, so they are very important stakeholders. Their roles in decision-making will be impacted greatly by the success or failure of the University.
* **Support Staff:** The general staff are employees of the University. They are also stakeholders impacted by university strategy and success, with some influence on the university’s decisions. Their source of income depends on the success of the university.
* **Owners**: The owner is more involved in the success of university. As they are internally and directly involved with university, their source of income is critically impacted by the success or failure of the University’s performance.
* **Alumni:** The alumni graduate who have moved on to their professional lives can also be impacted by the success or failure of the University. That’s why they can also be considered stakeholders.
* **Maintenance Workers:** Maintenance workers are those who are taking care of the internal functions including electricity, internet, lift, software or hardware problems, etc. They are only called upon when problems arise. As the University’s performance is also impacting them, they are also stakeholders.
* **Academic Administrators:** An academic administrator develops and coordinates academic and student programs at a university. Their responsibilities are long-term planning, fundraising, maintaining student records, and providing student services. Their source of income also depends on the university’s success. They are also stakeholders.
* **IT Department:** The IT department is responsible for evaluating and installing the proper hardware and software-related necessary features of the university to keep the network functioning properly, and thus in return they are being paid and making projects under the university’s name. As they are employees of the university, they are also stakeholders.

**External Stakeholders:** External Stakeholders are those groups who can be affected by the business or project. They are the outsider of a business or project. They are not employees and do not have any direct financial interest in the profit in the project.

* **Accreditation Providers:** Accreditation Provider provides accreditation to the university. They also provide different kinds of training course for university students.
* **Auditors:** Auditors review financial data provided by a university. Auditors monitors whether the teachers are going to class on time or not. They also look at the quality of the education and lab facilities.
* **Competitors:** A University directly or indirectly affected by their competitors. Other universities are the competitors of a university. Competitors competes against a university.
* **Partners:** They are some partners also with the XYZ universities. And those partners are the external stakeholders. Those partners can be media partner, shareholders, investors and other service supporters. This partners also can be the negative stakeholders.
* **Ministry of Education:** Ministry of education is very important for the universities. The university basically follow the ministry’s instructions. This has massive impacts on the universities. So, this is an external stakeholder.
* **Local Community:** Local community is basically those people who live in the business area. This people are the external stakeholders.
* **Suppliers:** Suppliers are those external stakeholders those provides the raw material, equipment etc. As per XYZ university those who will provide the license or any software or any IT/Software related things to the developers.