



Planning

Some things to think about

“No battle
plan ever
survives
contact with
the enemy.”

Helmuth von Moltke the Elder
Prussian general
born October 26, 1800

Dobson's Improbable Quote of the Day





Plan – What you need

1. A timeline (you have this – your deadline is fixed already!!)
2. A goal – what you hope to achieve by the end
3. A set of tasks – things you have to do to achieve goal
4. Resources – Yourself + software + ???



Timeline

- Option 1 – Start from the deadline and work backwards
- Option 2 – Start from “now” and work forwards
- Need to know your tasks and be able to make *some* estimate as to how long the task will take.

Estimating Time



Estimate the amount of time you think a certain task will take
and then add 25-50% to that estimate.



Tasks

- Your tasks will depend on your project.
- Create a list of tasks – try to be as detailed as you can
- You will almost certainly need to add to this list AND remove from this list as you go along!
- Example – “Build Website” – this is not detailed enough!



Task Predecessor

- For each task you have, ask this question:

“What do I need to do BEFORE I can start this task”

- Anything that must be done first is a PREDECESSOR.
- Good to know → You have to make sure you schedule the PREDECESSOR task first!



Dependencies

- You may need certain resources (e.g. software) or certain tasks completed in order to be able to do something
- Example – I have built my database, but I cannot test it properly because my website is not finished yet.



Planning Tools

- One suggested method is to use a Gantt Chart
- See Moodle for suggested resources

[illegible]