



# Project Integration and Initiation

College of Computing and Information Technologies  
Department of Information Technology



# Learning Objectives

**At the end of the discussion, each students will be able to:**

- Define project integration management and explain its role in coordinating all aspects of a project.
- Describe the purpose and key steps involved in the project initiation phase.
- Identify and explain the essential components of a Project Charter with examples.



# Introduction to Project Integration Management



What is Project Integration Management?

- Project Integration Management involves coordinating all project elements such as scope, time, cost, quality, resources and communication to ensure unified execution and delivery. (*Portny, 2020*)



[Cont..]

# Introduction to Project Integration Management



## What it Matters?

- Integration ensures project coherence, aligning objectives across teams, stakeholders, and processes. It prevents siloed work and ensures decisions are consistent.



[Cont..]

# Introduction to Project Integration Management

Key Processes Under Integration Management (PMBOK-aligned):

- Develop Project Charter
- Develop Project Management Plan
- Direct and Manage Project Work
- Monitor and Control Project Work
- Perform Integrated Change Control
- Close the Project or Phase

 *Nizhebetskyi (2022)* emphasizes integration as the "strategic glue" that keeps a project aligned with its purpose, especially in fast-paced IT projects.



[Cont..]

# Introduction to Project Integration Management



Example:

Project: Implementation of a Cloud-Based HR System

- Without integration: IT handles setup, HR updates content, and Finance pays vendors—no coordination.
- With integration: A central PM ensures tasks align, dependencies are resolved, and updates flow through one command center



# Purpose and Process of Project Initiation

## Main Points:

- Purpose of Project Initiation:

To formally authorize a project and define its high-level goals, constraints, and key stakeholders. (*Dumitrascu, 2021*)

- Key Activities in Project Initiation:

1. Business Case Development

- Why is this project important? What value will it deliver?

2. Feasibility Assessment

- Is it doable technically, financially, and logically?

3. Stakeholder Identification

- Who will be affected? Who approves? Who funds?

4. Project Charter Creation

- A formal document that kicks off the project lifecycle

 *Schmidt (2021)* views initiation as the "decision-making gateway"—where leadership commits to solving a problem in a structured way.



# Components of a Project Charter

## Main Points:

The Project Charter is a foundational document that formally authorizes the project and gives the Project Manager authority.

## Core Components:

1. Project Purpose or Justification
  - E.g., Improve student enrollment process to reduce manual errors
2. Project Objectives & Success Criteria
  - E.g., Launch by Q4; 95% user satisfaction post-launch
3. High-Level Requirements & Deliverables
  - E.g., Mobile access, dashboard, reporting features
4. Summary Milestone Schedule
  - E.g., Design (Aug), Beta Launch (Oct), Deployment (Nov)
5. Budget Overview
  - E.g., ₱500,000 for development, testing, and training
6. Key Stakeholders & Roles
  - E.g., PM: Ms. Cruz, Sponsor: IT Director
7. Assumptions & Constraints
  - Assumption: Users have internet access; Constraint: Limited training time
8. Authorization Section
  - Official sign-off from the project sponsor

 Portny (2020) emphasizes that the charter is both a "green light" and a "guardrail"—empowering PMs while setting project boundaries..



[Cont..]

## Components of a Project Charter

Example (Excerpt):

- “The purpose of this project is to develop and deploy a responsive student portal to streamline enrollment and records access. The portal must be launched by November 2025 and meet accessibility standards for mobile and desktop devices...”



# Summary

- Integration management ensures all parts of a project are aligned and cohesive.
  - The initiation phase is where a project gets officially authorized and scoped.
  - A Project Charter formalizes the project's purpose, stakeholders, deliverables, and constraints.
-  Without integration and initiation, projects often fail to align with goals, exceed budgets, or deliver irrelevant outputs.



# Group Activity

## Activity: Capstone Project Charter Development

### Instructions:

Form groups of 3–5 members (if the Capstone is team-based) or work individually if the project is solo.

1. Download the Project Charter Template. Use the template provided by your instructor (MS Word, PDF, or Google Docs). [Insert link or specify location where the template is available]

2. In groups (based on your Capstone format), complete the following required sections of the charter:

### Required Components:

Section	Description
1. Project Title	Provide a concise and descriptive project name.
2. Project Purpose or Justification	Briefly explain the reason for the project. What problem does it address? Why is it necessary? (1 paragraph)
3. Project Objectives	State 2–3 clear, measurable goals that the project aims to achieve. Use SMART format where possible.
4. High-Level Requirements	Describe the main features or deliverables expected (e.g., mobile interface, report generation, system integration).
5. Key Stakeholders	List key stakeholders (e.g., client, end-users, project sponsor), their roles, and level of involvement.
6. Summary Milestone Schedule	Provide a basic timeline of major phases (e.g., planning, development, testing, deployment).
7. Project Constraints and Assumptions	Identify any known limitations (budget, tech stack) and assumptions (user availability, stable internet, etc.).
8. Project Manager & Team Members	Indicate who will lead the project and list the roles of team members (if group-based).



# Group Activity

 Activity: Capstone Project Charter Development

Instructions:

3. Formatting Guidelines:

- Length: 1–2 pages maximum
- Font: Arial or Calibri, size 11 or 12
- Submit in PDF format unless otherwise instructed

4. Submission:

- Upload your completed charter to MS Teams Assignment Tab
- **Deadline:** [Insert Date & Time]



# Activity Rubrics

## Evaluation Rubric (Total: 100 Points)

Criteria	Points
Clarity and Completeness of Project Purpose	15
Well-Defined and Measurable Objectives	15
Accuracy of Requirements and Milestones	15
Clear Stakeholder Identification and Roles	15
Realistic Constraints and Assumptions	10
Logical Team Role Assignment	10
Professional Formatting and Organization	10
Timely Submission	10



**Any Clarifications /  
Any Questions?**



# References:

- Nizhebetskyi, D. (2022). Practical project management: Proven framework that great project managers use in the real world. Dmytro Nizhebetskyi.
- Dumitrascu, S. (2021). IT Project Management Essentials: A Practical Guide. Independently published.
- Schmidt, T. (2021). Strategic project management made simple: Solution tools for leaders and teams. John Wiley & Sons.
- Layton, M. C., & Ostermiller, S. J. (2020). Agile project management for dummies. John Wiley & Sons.
- Portny, S. E. (2020). Project management all-in-one for dummies. John Wiley & Sons.



# Thank you!