Charles Darwin   
University

**HIT 164**

**Assignment 1**

Assignment 1

Your group can select **any one** of the given scenarios and start working on the report. The report must have pictures to prove your work.

**Scenario 1:**

The College of Engineering, IT and Environment (CEITE) at CDU has been using file sharing in the past. CDU IT department has advised that all Colleges in CDU will have to create a SharePoint site for their own College and move their files to across. CEITE is made of 3 disciplines, Engineering, IT and Environment. The College also has an administration team that supports all the disciplines in day-to-day activities and other areas such as finance, marketing, and events.

You have been tasked to design and create a SharePoint site for the College. You know that some Engineering and IT units are part of multiple courses across the 2 disciplines, but Environment does not overlap with other disciplines. Your manager has told you that the documents each discipline has are lecture slides, tutorials, course flyers and marketing material, exams, instruction videos and students lists. You have also learned that each discipline wants to move their research data to SharePoint, but not share it with other discipline members. Explain in (x-x number of words) how you would design the site and give a reason on why you designed the site this way. Create the site hierarchy and permission groups. Show screenshots of the permission groups and site hierarchy. Explain how permission groups are assigned to different libraries, sites or folders (depending how you created the site).

**Scenario 2:**

XYZ is a Darwin based company providing training in IT for companies across Northern Territory. The areas of training are cloud services, data analytics, network applications and cyber security. XYZ has a wide customer base and has established relationships in the following industries: education, health care, retail and transportation.

The company has a department for all areas of training. Each of these departments works across all industries XYZ is involved in. In addition, XYZ has a marketing and relationships department to maintain current relationships and help the company to grow. There is another department for finance. The management team consists of 6 executives, who each manage one department. The management team is led by the company CEO.

In the past, the departments have siloed their documents within the department and don’t share it with each other. In response, XYZ management team has decided to adopt SharePoint to manage all their documents and enable different departments to increase collaboration and knowledge sharing.

You have been tasked to design and create a SharePoint site for the company. The management requires the site break the existing silos the departments have created, but they don’t want everyone to access everything. The management team requires their own library where they keep sensitive documentation that is not available to the employees. There should also be a library that all employees can access containing company policies, forms etc.

Create a SharePoint site with a structure that suits XYZ needs. Once you have created the site structure, create permission groups and apply them to libraries and or folders in your site.

Explain how you would design the site structure and explain why you decided to create the site the way you did. Include explanation of who can access what subsite/library/folder and why. Take screenshots to demonstrate how you created the site and show the permission groups.

**Scenario 3:**

You are working as a Project Coordinator for an environmental research project to study the effects of mining on local animal population. The project is conducted in cooperation between Rio Tinto, CDU and Northern Territory Government. The project team is working across Northern Territory and most of the communication and reporting takes place via online channels. The project includes, researchers, administrators, assistants, Project Manager, Project Coordinators and external parties providing support for the project functions, such as transportation services and laboratory equipment.

The Project Manager has learned that all project parties use SharePoint in their organisations and has tasked you to create a SharePoint site for the project. The Project Manager has also asked you to investigate and recommend how the project participants could communicate effectively and how the Project Manager can assign tasks and follow up on the progress.

Give a brief explanation on what you should consider when designing the site structure for the project. Explain how you would use Office 365 (including all the app you would use) to create a system that satisfied all the requirements. Explain how the different apps you would use work together to achieve the requirements.

**Notes :**

* The total word count ~ 900 to 1100 words and approx. ~300 words /student. Make it more readable.
* This is a group assignment and your group will be submitting only one report.
* If you have any questions, post it in the discussion board and it will be answered within 2 working days.
* A group of upto 3 people can be formed for Assignment 1 and 2 before week 3 class.
* You cannot change the group in between semester.
* Refer to marking rubrics in the learnline.