



Congratulations! You passed!

TO PASS 80% or higher

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GRADE

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Project Management 101

LATEST SUBMISSION GRADE

100%

1. What should not be included in your project scope statement?

1 / 1 point

- ☒ A break down of roles and responsibilities
- ☐ Desired Results
- ☐ Project Description
- ☐ Project Exceptions



Correct

This is correct. The roles and responsibilities should not be included in your project scope statement.

2. What is the key benefit of a RACI Chart?

1 / 1 point

- ☐ It shows the acceptance criteria of a project.
- ☐ It sequences tasks in order, providing due dates and a timeline.
- ☐ It shows the risks of the project.
- ☒ It provides a clear division labor for each task while highlighting how each contributor is involved in it's completion.



Correct

This is correct! A RACI Chart stands for Responsible, Accountable, Consult, and Inform.

3. The project manager task list should show a high level of detail.

1 / 1 point

- ☒ False
- ☐ True



Correct

This is correct. The task list should be a high level overview with the large milestones to complete the project, not a detail task list. The task owners will use their own strategies to make sure that the project tasks are done on time, but the view and management of those subtasks are not the responsibility of the project manager.

4. How do you ensure that a task deadline is set correctly?

1 / 1 point

- ☐ By setting tight deadlines and forcing your team to follow them.
- ☐ Deadlines should be set by the responsible owners with no input from the planning group.
- ☐ Deadlines aren't important and should be avoided when possible
- ☒ When setting proposed deadlines, you should make sure that they are achievable, that the responsible team

members have agreed to them, and that the dates selected will allow and dependent tasks to be completed on time.

✓ **Correct**

This is correct. Developing your timeline and due dates with your team is important as it allows you to make sure that the dates are achievable but also everyone on the team is on the same page.

5. One of the major benefits of using project management software is that you can change the project views to suit your needs.

1 / 1 point

☒ True

☐ False

✓ **Correct**

That is correct, you can view the project in task view, timeline view, and Kanban Board View