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Case In Point 2\_2

Preparing for a meeting with conflicting project priorities requires a focused approach. Here's a concise version:

**Preparation:**

1. Project Insight: Understand project details, goals, and constraints.

2. Data Collection: Gather data on system limitations, costs, compliance, and impacts.

3. Stakeholder Analysis: Identify stakeholder concerns, priorities, and expectations.

**Questions and Issues:**

1. Priority: Discuss project importance and alignment with company goals.

2. Resources: Address resource availability, budget constraints, and funding options.

3. Cost-Benefit: Assess ROI, cost reduction, customer service, and compliance benefits.

4. Operations Impact: Evaluate project disruptions and mitigation strategies.

5. Compliance and Risk: Analyze legal implications, penalties, and reputation risks.

6. Timeline: Determine project urgency and explore phased approaches.

7. Alternative Solutions: Encourage creative solutions to meet immediate needs.

8. Conflict Resolution: Plan for constructive discussions and consensus-building.

9. Decision Process: Clarify decision-makers and ensure alignment with company goals.

10. Communication Plan: Establish transparent communication regardless of the outcome.