

# Course Assignment in Project Methodology

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## INTRODUCTION

This is a report of the Course Assignment in Project Methodology. The report includes the work process of the project planning of a website for a company called “Lofthus frukt og saft”. It also contains information of the Gantt chart and collaboration method to make the web-development team work more efficient.

## INTERPRETATION OF THE TASK

The assignment is to plan and create a Gantt chart for creating an online website for “Lofthus frukt og saft”. The company only have a logo and a simple brand strategy and no visual assets to use in the website production. I must do some research to find out what it takes to make the website. The second part of the assignment is to write a report. For this task I used the report template under resources. The last thing to do is to upload the files to Github.

## RESEARCH AND ANALYSIS

### RESEARCH

I found inspiration from the Lynda videos, Youtube videos of Gantt charts, and from the lessons in the courses of Project methodology and Design1.

### ANALYSIS

Analyzed the case and considered all the different elements that should be produced for a fully functional website. To help me do so I studied the “Case Study example showing workflow for website development” under Resources. I used this as a template when creating the Gantt chart.

## WORK PROCESS

### GANTT CHART

First thing I did was to write a network diagram including all the different tasks, activities and how long each task should take. For my Gantt chart I have used Microsoft excel. I have looked at many examples of Gantt charts. “Learning Gantt charts” in the Lynda video was quite helpful. I decided to make a Gantt chart of one of the examples I found on Youtube. That was because I wanted a diagram and the videos there showed me how to do so. The list of tasks is on the vertical line and the dates shows on the horizontal line. I have placed a start-date and an end-date for each task. Each member of the team is listed next to the tasks, so it should be easy to see which member is doing which task.

The projects start-date I have set to 01.01.2018 and the end-date is 28.01.2018. I have added some contingency at towards the end in case of something goes wrong along the way.

## **COLLABORATION**

This project requires a team of professionals like:

- A project manager, which is responsible for the planning procurement and execution of the project
- A copywriter/content developer, which is responsible for planning and creating written content for the website
- A visual designer who works with colors, typefaces, graphic design elements, layouts and grids etc
- An interaction designer/UI designer/Information architect (mentioning all user interactions, wireframes, and structuring information respectively)
- A front-end developer who writes code for the clients' device
- A back-end developer who writes code for the server
- A photographer who can take photographs for the website

To collaborate and communicate well with all the members of the web-development team we could use Slack- the messaging software for teams. Then we can upload files to securely share them with the other members of the group and access them wherever we are.

## **SUMMARY AND EVALUATION**

The conclusion of this course assignment is that planning a project is very important. The Gantt chart is really a great resource and makes it easy to monitor the work process. For my Gantt chart in excel I made a diagram, but the team-members did not show there so I have uploaded the input as well. For a project like this it is helpful to use software like Slack to communicate and collaborate.

## **SOURCES AND REFERENCES**

Courses on Lynda:

Learning Gantt Charts by chris Croft

Project Management Simplified by Chris Croft

Learning Slack by Gini Von Courter

Lessons in Project Methodology

Lessons in Design1

Resources under Course Assignment:

CaseStudy\_architect-website.docx

Gantt\_Chart\_Workflow\_Case

Youtube video: Gantt Chart Excel Tutorial – How to make a basic Gantt Chart in Microsoft Excel 2013

<https://www.youtube.com/watch?v=-oD50HSBBBI>

