

ASSIGNMENT BRIEF

HTU Course No: 030202190

HTU Course Name: Managing a Successful Computing Project

BTEC UNIT No: H/618/7407

BTEC UNIT Name: Planning a Computing Project

Version: 2



2 Assignment Brief

Student Name/ID Number/Section	
HTU Course Number and Title	30202190 - Managing a Successful Computing Project
Academic Year	2022/2023 Fall
Assignment Author	Nayef Abu-Ageel Lina Hammad Dania Alsaid Malik Louzi
Course Tutor	Nayef Abu-Ageel Lina Hammad Dania Alsaid Malik Louzi
Assignment Title	The environmental impact of digital transformation
Assignment Ref No	No. 2
Issue Date	28/12/2022
Formative Assessment dates	Every week until 12/1/2023
Submission Date	Oral: 30/1/2023 - 08/2/2023 Report: 29/1/2023
IV Name & Date	Heba Alawneh, Safaa Hriez, 25/12/2022
Submission Format	
<p>Report:</p> <ul style="list-style-type: none"> • Technical report (.docx) • Logbooks (.docx) • Declaration Form (.pdf) • Final Presentation (.ppt) <p>Formative Presentation:</p> <ul style="list-style-type: none"> • Weekly or biweekly presentations to describes your progress on the project. <p>Oral:</p> <ul style="list-style-type: none"> • The oral assessment will be on Campus between you and your instructor according to published schedule by instructors. • The attendance of the oral assessment is mandatory in the date and time determined by your instructor within the period time stated above and be ready to open your camera from beginning of the assessment. • Answering all tasks in the report will be evaluated through the oral assessment. So, any question in the oral assessment for any criteria is not answered in the required level that 	

mean you will lose that criterion, even though you answered it in the report and not included directly in a specific question.

- At the end of the semester, you must sign the declaration form that is attached with this assignment.

Reports Guidelines:

Your submissions should be in the form of a soft copy via the eLearning school system. The report should be:

- Written in professional style format
- **Include a cover page:** Your name, Assignment Title, Organization name, date
- Your work must be supported with references using the Harvard reference system.
- If the percentage of quoted sources in your report is more than 15%, you shall fail the course.
- Any plagiarism even if it is 1%, shall result in failing the course.

Unit Learning Outcomes

LO3 Produce project plans based on research of the chosen theme for an identified organisation.

LO4 Present your project recommendations and justifications of decisions made, based on research of the identified theme and sector.

Assignment Brief and Guidance

Scenario

The amount of data created and stored globally is expected to reach 175 Zettabytes by 2025, a six-fold increase from 2018. This will demand additional hardware and power consumption, which; in turn, will increase the environmental impact of the digital sector and there is already increasing attention on the environmental footprint of ICT equipment and services as they become more widespread in all aspects of human life.

It is the responsibility of everyone to take action in addressing the challenges of climate change, as professionals we must also seek ways that the digital sector can play its part. While digital technologies are one of the sectors that has achieved greater efficiency; achieving about 100 times more computation power from the same amount of energy per decade, it remains unsustainable. The sector must continue to seek ways in which it can continue to support and drive innovation, while addressing the global climate emergency for a greener and fairer future.

In this imagined scenario, an organization such as a company, non-profit entity, or governmental unit wants to address the environmental footprint associated with its equipment and digital services. As one way to meet this goal, the selected organization has decided to explore different solutions to help reduce the environmental footprint of the organization's ICT equipment and services. In one meeting, some stakeholders were interested in solutions that enable the organization to reduce its environmental footprint. The stakeholders then agreed to conduct small research to investigate the potential of refurbishing, repairing and reusing the organization's digital devices rather than replacing them. As Project Manager your responsibility is to:

Prepare a Technical Report that provides a detailed insight into the potential of refurbishing, repairing and reusing digital devices rather than replacing them for the selected organization. The report should have the following parts: a Project Management Plan, Project Recommendations and Justifications, Performance Review, and Logbooks.

1 Project Management Plan (PMP)

Use the provided Template to prepare a Project Plan Document to present your solution to your manager. The PMP includes a summary of the: (1) project scope, (2) Time Management Plan, (3) Cost Management Plan, (4) Resources Management Plan, (5) Risk Management Plan, (6) Change Management Plan, (7) Project Management Methodology. Include this part as an appendix in your report.

2 Project Recommendations and Justifications

Present your project recommendations and justifications of decisions made, based on research of the identified theme and sector.

2.1 Discuss methods and mediums to be used when communicating with various stakeholders. Include at least two internal and two external stakeholders in your discussion. Stakeholders should include technical and non-technical ones. Examples of methods and mediums include written documents, report, online meetings, in person meetings, or presentations. Explain how project research and intended audience will influence the method and medium.

2.2 Prepare a power point presentation to present the project to non-technical stakeholders. Emphasis in this presentation should be on strategic information. Avoid technical terminology and provide lower level of detail (i.e., simplified concepts). Include appropriate project recommendations.

2.3 Present arguments for the planning decisions made when developing the project plans. Arguments should include justifications for key points from cost estimate analysis, deliverables, success metrics, and impact analysis. Justify the project management methodology (e.g., Waterfall, Agile, Rapid Application Development (RAD)) that you selected for your project.

2.4 Assess the extent to which the project recommendations meet the needs of the identified organisation, including fully supported rationales for planning decisions made. Your assessment may include how the recommended budget, timeline, risks, resources, and change management plan meet the needs of the organization.

3 Performance Review

3.1 Discuss the accuracy and reliability of the different research methods applied through differentiating between the different methodologies, how the selected methodology is the best for the selected organization, and the project circumstances. Explain the relation between the selected methodologies, sample size, and sample characteristics. Reflect on the findings of your research and how those findings can impact the quality of your decisions and the accuracy of your conclusions.








3.2 Evaluate the project Planning recommendations made in relation to the needs of the identified organization and the accuracy and reliability of the research carried out. Your evaluation may include how the recommended budget, timeline, risks, resources, and change management plan meet the needs of the organization as well as the accuracy and reliability of the research carried out.

- **Logbook**

Submit a logbook with every section. Use the logbook template. Submit all logbooks in one file, separate from the report.

- **Student Assessment Submission and Declaration Form**

Submit this form as a separate document. Do not include in the report.

Assessment Criteria		
Pass	Merit	Distinction
L03 Produce project plans based on research of the chosen theme for an identified organization.		D2 Evaluate the project Planning recommendations made in relation to the needs of the identified organization and the accuracy and reliability of the research carried out.
P5 Devise comprehensive project plans for a chosen scenario, including a work and resource allocation breakdown using appropriate tools. 	M3 Produce comprehensive project plans that effectively consider aims, objectives and risks/benefits for an identified organization. 	
L04 Present your project recommendations and justifications of decisions made, based on research of the identified theme and sector. 		
P6 Communicate appropriate project recommendations for technical and nontechnical audiences.  P7 Present arguments for the planning decisions made when developing the project plans.  P8 Discuss accuracy and reliability of the different research methods applied. 	M4 Assess the extent to which the project recommendations meet the needs of the identified organisation, including fully supported rationales for planning decisions made. 	

STUDENT ASSESSMENT SUBMISSION AND DECLARATION

When submitting evidence for assessment, each student must sign a declaration confirming that the work is their own.

Student name:		Assessor name:	
Issue date: 28/12/2022	Submission date: 29/1/2023	Submitted on:	
Program: Computing			
HTU Course Name: Managing a Successful Computing Project		HTU Course Code: 30202190	
BTEC Course Name: Planning a Computing Project		BTEC UNIT: H/618/7407	
Assignment number and title: The environmental impact of digital transformation, Assignment number 2			

Plagiarism

Plagiarism is a particular form of cheating. Plagiarism must be avoided at all costs and students who break the rules, however innocently, may be penalized. It is your responsibility to ensure that you understand correct referencing practices. As a university level student, you are expected to use appropriate references throughout and keep carefully detailed notes of all your sources of materials for material you have used in your work, including any material downloaded from the Internet. Please consult the relevant unit lecturer or your course tutor if you need any further advice.

Student declaration

I certify that the assignment submission is entirely my own work and I fully understand the consequences of plagiarism. I understand that making a false declaration is a form of malpractice.

Student signature:

Date: