

CSCI814 IT Project Management (Lab4)

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In-class

3. SimpleTrackBaseline

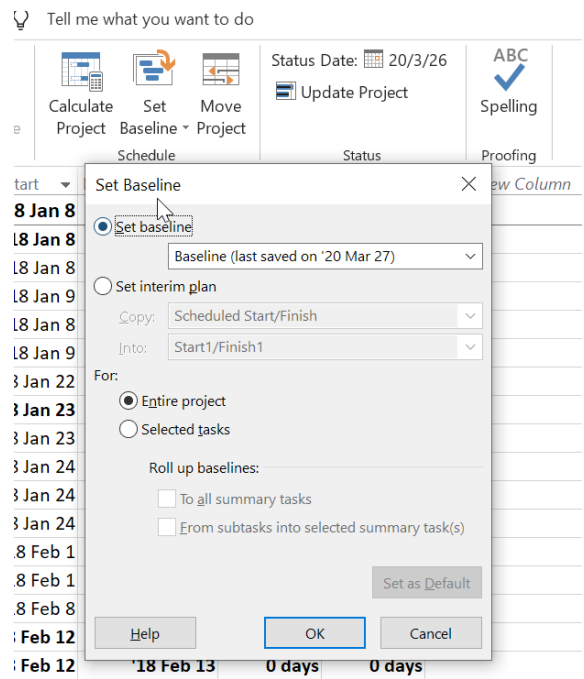


Fig. 1. Set Baseline

TASK SHEET	Task	Task Name	Start	Finish	Baseline Start	Baseline Finish	Start Var.	Finish Var.	Add New Column
0		New book launch	'18 Jan 8	'18 Feb 27	'18 Jan 8	'18 Feb 27	0 days	0 days	
1		Planning Phase	'18 Jan 8	'18 Jan 22	'18 Jan 8	'18 Jan 22	0 days	0 days	
2		Assign launch tea	'18 Jan 8	'18 Jan 8	'18 Jan 8	'18 Jan 8	0 days	0 days	
3		Complete author	'18 Jan 9	'18 Jan 15	'18 Jan 9	'18 Jan 15	0 days	0 days	
4		Schedule author	'18 Jan 8	'18 Jan 15	'18 Jan 8	'18 Jan 15	0 days	0 days	
5		Design and order	'18 Jan 9	'18 Jan 22	'18 Jan 9	'18 Jan 22	0 days	0 days	
6		Planning comple	'18 Jan 22	'18 Jan 22	'18 Jan 22	'18 Jan 22	0 days	0 days	
7		Internal Launch Ph	'18 Jan 23	'18 Feb 9	'18 Jan 23	'18 Feb 9	0 days	0 days	
8		Kickoff book laur	'18 Jan 23	'18 Jan 23	'18 Jan 23	'18 Jan 23	0 days	0 days	
9		Prepare book P&	'18 Jan 24	'18 Jan 26	'18 Jan 24	'18 Jan 26	0 days	0 days	
10		Plan author's tra	'18 Jan 24	'18 Feb 1	'18 Jan 24	'18 Feb 1	0 days	0 days	
11		Channel Sales pr	'18 Jan 24	'18 Jan 31	'18 Jan 24	'18 Jan 31	0 days	0 days	
12		Complete book li	'18 Feb 1	'18 Feb 2	'18 Feb 1	'18 Feb 2	0 days	0 days	
13		Prepare book sal	'18 Feb 1	'18 Feb 7	'18 Feb 1	'18 Feb 7	0 days	0 days	
14		Distribute intern	'18 Feb 8	'18 Feb 9	'18 Feb 8	'18 Feb 9	0 days	0 days	
15		Public Launch Pha	'18 Feb 12	'18 Feb 27	'18 Feb 12	'18 Feb 27	0 days	0 days	
16		Author travel an	'18 Feb 12	'18 Feb 13	'18 Feb 12	'18 Feb 13	0 days	0 days	
17		Author radio in	'18 Feb 12	'18 Feb 12	'18 Feb 12	'18 Feb 12	0 days	0 days	
18		Author reading	'18 Feb 13	'18 Feb 13	'18 Feb 13	'18 Feb 13	0 days	0 days	
19		Distribute advan	'18 Feb 12	'18 Feb 13	'18 Feb 12	'18 Feb 13	0 days	0 days	
20		Distribute book s	'18 Feb 12	'18 Feb 13	'18 Feb 12	'18 Feb 13	0 days	0 days	
21		Coordinate mag	'18 Feb 14	'18 Feb 22	'18 Feb 14	'18 Feb 22	0 days	0 days	
22		Launch public we	'18 Feb 14	'18 Feb 20	'18 Feb 14	'18 Feb 20	0 days	0 days	
23		Launch social me	'18 Feb 21	'18 Feb 27	'18 Feb 21	'18 Feb 27	0 days	0 days	
24		Launch complete	'18 Feb 27	'18 Feb 27	'18 Feb 27	'18 Feb 27	0 days	0 days	

Fig. 2. Variance between scheduled and baseline values

No variance between the scheduled and baseline values.

4. SimpleTrackActuals

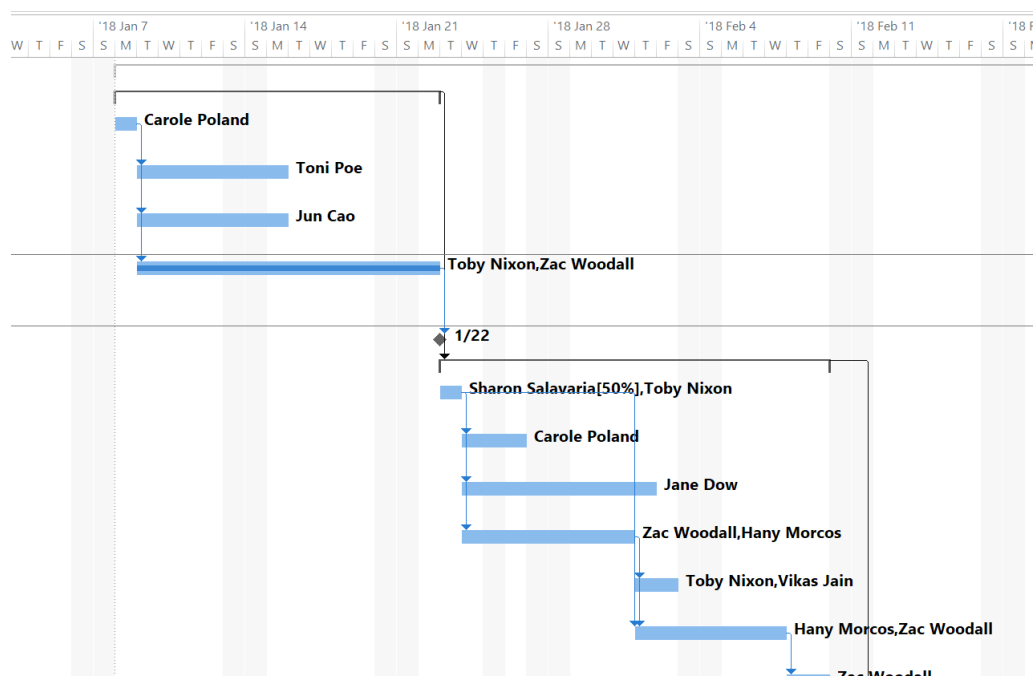


Fig. 3. Gantt Chart

The "Design and order marketing material" task is the deterministic task.

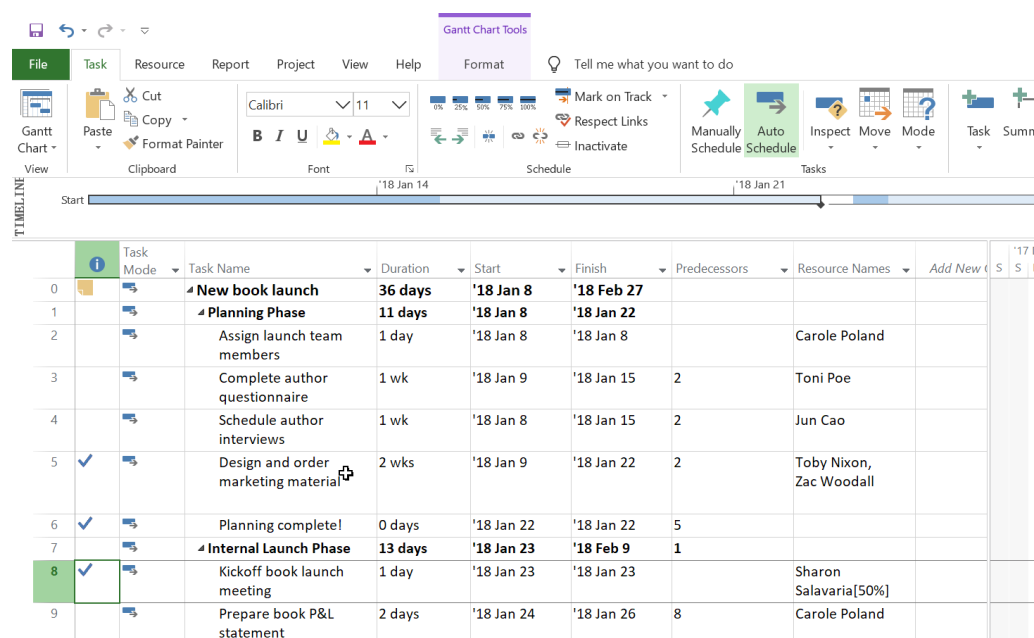


Fig. 4. b

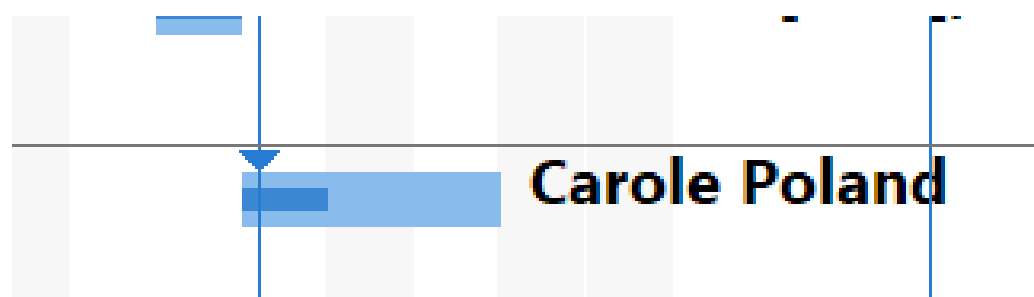


Fig. 5. c

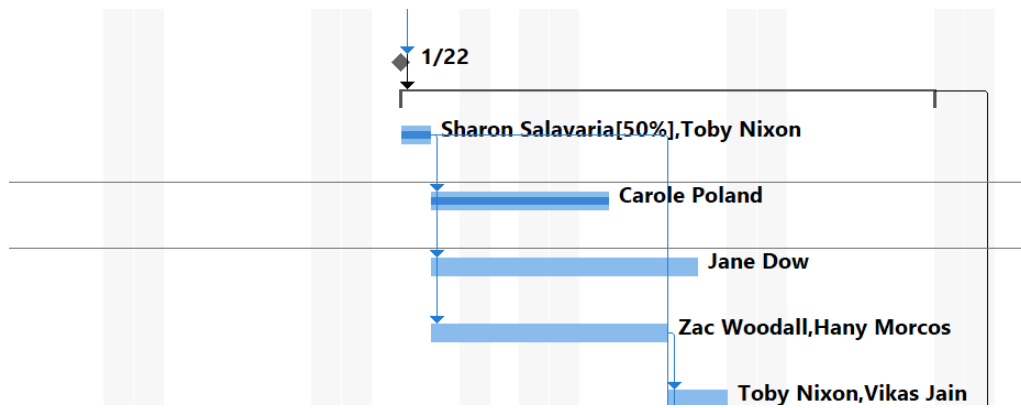


Fig. 6. di. The bar become longer

10	Plan author's travel itinerary	'18 Jan 24	'18 Feb 1	100%	0%	6 days	0 days	\$2,640.00	48 hrs	
11	Channel Sales	NA	NA	0%	0%	0 days	5 days	\$0.00	0 hrs	
12	Update Tasks					0 days	2 days	\$0.00	0 hrs	
13	% Complete: 100%	Actual dur: 7d	Remaining dur: 0d			0 wks	1 wk	\$0.00	0 hrs	
14	Actual	Current				0 days	2 days	\$0.00	0 hrs	
15	Start: '2018 Jan 17	Start: '18 Jan 24				0 days	12 days	\$0.00	0 hrs	
16	Finish: '18 Feb 1	Finish: '18 Feb 1				0 days	2 days	\$0.00	0 hrs	

Fig. 7. dii. Update the task 10

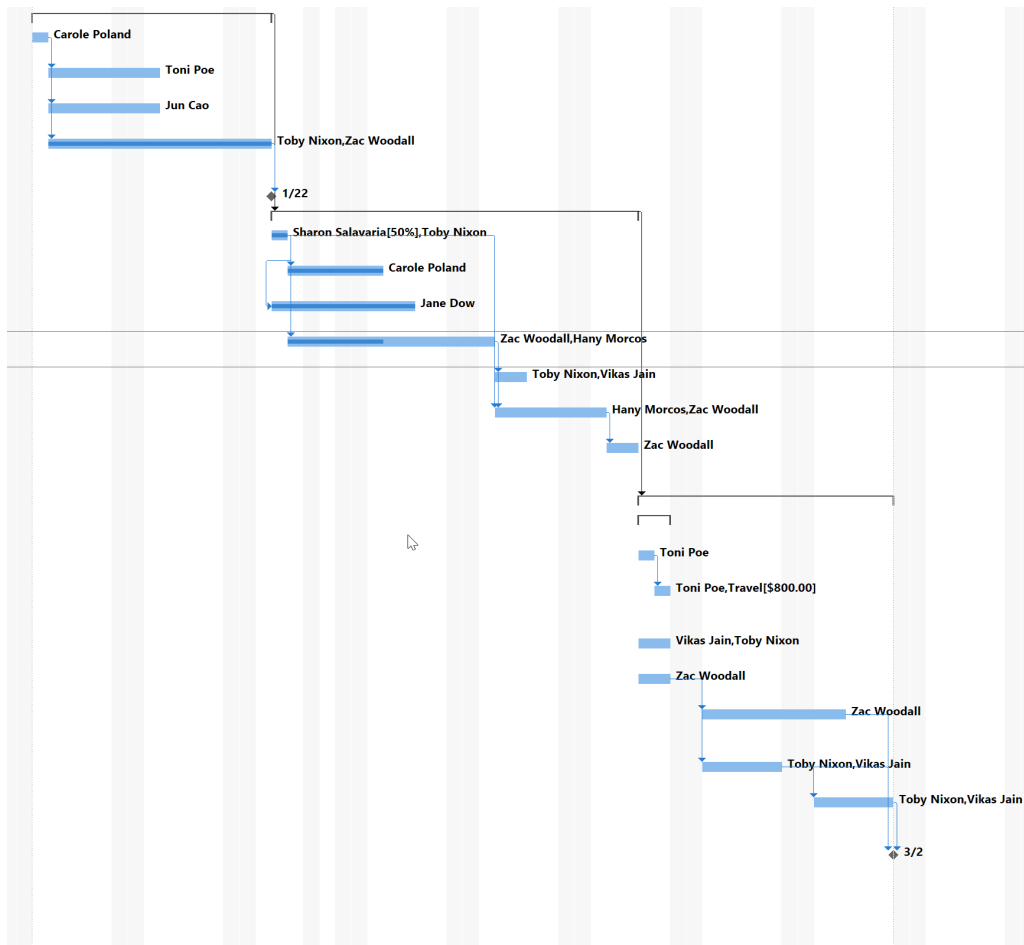


Fig. 8. diii. Update the task 11

New finish date of the project is March 2.

Lab4

5. Updatebaseline

Task Views		Resource Views		Data		Zoom	
Task Mode	Task Name	Start	Finish	Baseline Start	Baseline Finish	Start Var.	Finish Var.
0	Children's Book Schedule	Apr 9 '18	Nov 29 '18	Apr 9 '18	Nov 15 '18	0 days	10.25 days
1	Editorial staff meeting	Apr 16 '18	Jul 9 '18	Apr 16 '18	Jul 9 '18	0 days	0 days
15	Acquisition	Apr 9 '18	May 28 '18	Apr 9 '18	May 21 '18	0 days	5.25 days
16	Manuscript received	Apr 9 '18	Apr 9 '18	Apr 9 '18	Apr 9 '18	0 days	0 days
17	Content edit	Apr 9 '18	May 3 '18	Apr 9 '18	May 3 '18	0 days	0 days
18	Original art review	Apr 26 '18	May 10 '18	NA	NA	0 days	0 days
19	Author review of content edit	May 10 '18	May 28 '18	May 3 '18	May 21 '18	5.25 days	5.25 days
20	Handoff to Editorial	May 28 '18	May 28 '18	May 21 '18	May 21 '18	5.25 days	5.25 days
21	Editorial	May 28 '18	Jul 6 '18	May 21 '18	Jun 29 '18	5.25 days	5.25 days
22	Organize manuscript for copyedit	May 28 '18	Jun 4 '18	May 21 '18	May 28 '18	5.25 days	5.25 days
23	Copyedit	Jun 4 '18	Jun 19 '18	May 28 '18	Jun 12 '18	5.25 days	5.25 days
24	Author review of copyedit	Jun 19 '18	Jul 3 '18	Jun 12 '18	Jun 26 '18	5.25 days	5.25 days
25	Copyedit incorp	Jun 29 '18	Jul 6 '18	Jun 22 '18	Jun 29 '18	5.25 days	5.25 days
26	Handoff to Production	Jul 6 '18	Jul 6 '18	Jun 29 '18	Jun 29 '18	5.25 days	5.25 days
27	Design and Production	Jul 6 '18	Sep 26 '18	Jun 29 '18	Sep 12 '18	5.25 days	10.25 days
28	Set pages	Jul 6 '18	Jul 27 '18	Jun 29 '18	Jul 20 '18	5.25 days	5.25 days
29	Interior illustration design	Jul 6 '18	Jul 27 '18	Jun 29 '18	Jul 20 '18	5.25 days	5.25 days
30	1st Pages review	Jul 27 '18	Sep 7 '18	Jul 20 '18	Aug 24 '18	5.25 days	10.25 days
31	Proofread and index	Jul 27 '18	Aug 10 '18	Jul 20 '18	Aug 3 '18	5.25 days	5.25 days
32	Incorporate 1st Pages review	Aug 10 '18	Aug 24 '18	Aug 3 '18	Aug 10 '18	5.25 days	10.25 days
33	Send proofed pages to Production	Aug 24 '18	Aug 24 '18	Aug 10 '18	Aug 10 '18	10.25 days	10.25 days
34	Enter page corrections and index	Aug 24 '18	Aug 31 '18	Aug 10 '18	Aug 17 '18	10.25 days	10.25 days
35	Cover design	Aug 31 '18	Sep 7 '18	Aug 17 '18	Aug 24 '18	10.25 days	10.25 days
36	2nd Pages review	Sep 7 '18	Sep 26 '18	Aug 24 '18	Sep 12 '18	10.25 days	10.25 days
37	Proof and review	Sep 7 '18	Sep 18 '18	Aug 24 '18	Sep 4 '18	10.25 days	10.25 days
38	Send proofed pages to Production	Sep 18 '18	Sep 18 '18	Sep 4 '18	Sep 4 '18	10.25 days	10.25 days
39	Final review	Sep 19 '18	Sep 26 '18	Sep 5 '18	Sep 12 '18	10.25 days	10.25 days
40	Design book's companion website	Sep 7 '18	Sep 21 '18	Aug 24 '18	Sep 7 '18	10.25 days	10.25 days
41	Create mockup	Sep 7 '18	Sep 19 '18	Aug 24 '18	Sep 5 '18	10.25 days	10.25 days
42	Review with author	Sep 19 '18	Sep 21 '18	Sep 5 '18	Sep 7 '18	10.25 days	10.25 days
43	Color prep and printing	Sep 26 '18	Nov 29 '18	Sep 12 '18	Nov 15 '18	10.25 days	10.25 days
44	Send to color house	Sep 26 '18	Oct 1 '18	Sep 12 '18	Sep 17 '18	6.25 days	6.25 days
45	Generate proofs	Oct 1 '18	Oct 15 '18	Sep 17 '18	Oct 1 '18	10.25 days	10.25 days
46	Print and ship	Oct 18 '18	Nov 29 '18	Oct 4 '18	Nov 15 '18	10.25 days	10.25 days
47	Book launch prep	Oct 1 '18	Oct 31 '18	Sep 7 '18	Oct 5 '18	16.25 days	18.25 days
48	Launch planning	Oct 1 '18	Oct 8 '18	Sep 7 '18	Sep 19 '18	16.25 days	13.25 days
49	Assign launch team members	Oct 8 '18	Oct 9 '18	Sep 19 '18	Sep 20 '18	13.25 days	13.25 days
50	Complete author questionnaire	Oct 9 '18	Oct 16 '18	Sep 20 '18	Sep 27 '18	13.25 days	13.25 days
51	Schedule author interviews	Oct 16 '18	Oct 17 '18	Sep 27 '18	Sep 28 '18	13.25 days	13.25 days
52	Design and order marketing material	Oct 17 '18	Oct 31 '18	Sep 28 '18	Oct 5 '18	13.25 days	18.25 days

Fig. 9. Variance between baseline and task

There are several tasks actuals vary with the schedule.

6. TrackWork

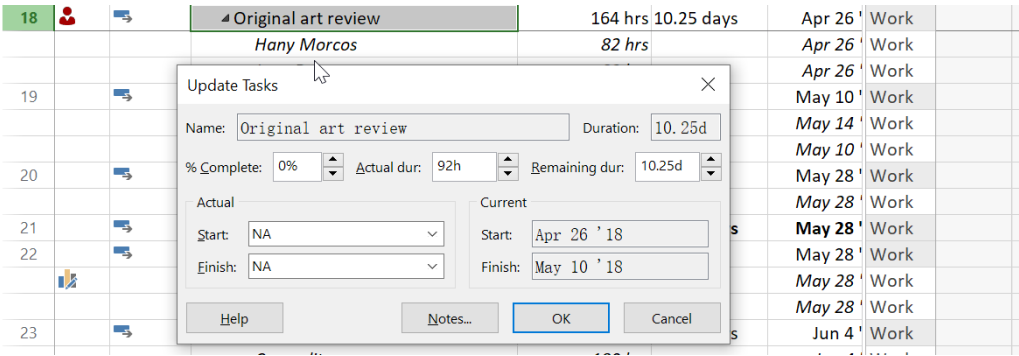


Fig. 10. Change Actual Work

18	Original art review	184 hrs	164 hrs	20 hrs	92 hrs	92 hrs	50%
	Hany Morcos	92 hrs	82 hrs	10 hrs	46 hrs	46 hrs	50%
	Jane Dow	92 hrs	82 hrs	10 hrs	46 hrs	46 hrs	50%

Fig. 11. Work Distribution

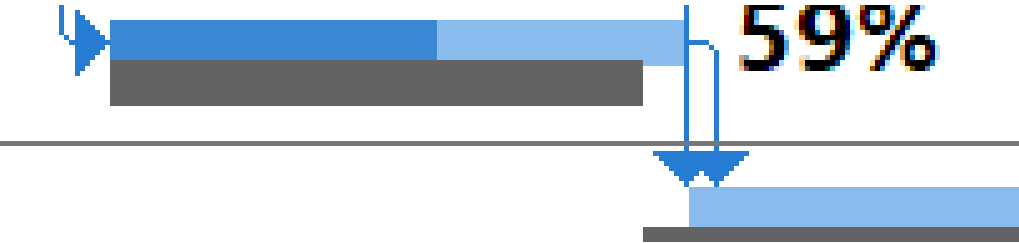


Fig. 12. Change Actual Work

	Carole Poland	120 hrs		Apr 9 '18	May 3 '18	120 hrs	Work
18	Original art review	184 hrs	92 hrs	Apr 26 '18	May 11 '18	108 hrs	Work
	Hany Morcos	92 hrs		Apr 26 '18	May 11 '18	62 hrs	Work
	Jane Dow	92 hrs		Apr 26 '18	May 11 '18	46 hrs	Work

Fig. 13. Work Distribution

7. TrackTimephasedWork

Task Name	Work	Baseline	Variance	Actual	Remaining	Details	T	W	T	F	S	S	M	T	W	T	F	S
Children's Book Schedule	2,345.5 hrs	2,317.5 hrs	28 hrs	516.5 hrs	1,829 hr	Work	16h	16h	16h	16h			11.5h	8h	9h	15h	12h	
Editorial staff meeting	45.5 hrs	45.5 hrs	0 hrs	24.5 hrs	21 hr	Act. Work	16h	16h	16h	16h			11.5h	8h	9h	15h	12h	
Acquisition	468 hrs	444 hrs	24 hrs	468 hrs	0 hr	Work							3.5h					
Editorial	404 hrs	400 hrs	4 hrs	24 hrs	380 hr	Act. Work	16h	16h	16h	16h			8h	8h				
Organize manuscript for copyedit	60 hrs	60 hrs	0 hrs	24 hrs	36 hr	Work									9h	15h	12h	
Dan Jump	20 hrs	20 hrs	0 hrs	8 hrs	12 hr	Act. Work									9h	15h	12h	
Hany Morcos	40 hrs	40 hrs	0 hrs	16 hrs	24 hr	Work									3h	5h	4h	
Copyedit	184 hrs	180 hrs	4 hrs	0 hrs	184 hr	Act. Work									6h	10h	8h	

Fig. 14. Change Actual Work on May 30- May 31

Task Name	Work	Baseline	Variance	Actual	Remaining	Details	T	W	T	F	S	S	M	T	W	T	F	S
Children's Book Schedule	2,345.5 hrs	2,317.5 hrs	28 hrs	516.5 hrs	1,829 hr	Work	16h	16h	16h	16h			11.5h	8h	9h	15h	12h	
Editorial staff meeting	45.5 hrs	45.5 hrs	0 hrs	24.5 hrs	21 hr	Act. Work	16h	16h	16h	16h			11.5h	8h	9h	15h	12h	
Acquisition	468 hrs	444 hrs	24 hrs	468 hrs	0 hr	Work							3.5h					
Editorial	404 hrs	400 hrs	4 hrs	24 hrs	380 hr	Act. Work	16h	16h	16h	16h			8h	8h				
Organize manuscript for copyedit	60 hrs	60 hrs	0 hrs	24 hrs	36 hr	Work									9h	15h	12h	
Dan Jump	20 hrs	20 hrs	0 hrs	8 hrs	12 hr	Act. Work									9h	15h	12h	
Hany Morcos	40 hrs	40 hrs	0 hrs	16 hrs	24 hr	Work									3h	5h	4h	
Copyedit	184 hrs	180 hrs	4 hrs	0 hrs	184 hr	Act. Work									6h	10h	8h	

Fig. 15. Change Timescale

Task Name	Work	Baseline	Variance	Actual	Remaining	Details	4/8	4/15	4/22	4/29	5/6	5/13	5/20	5/27	6/3
Children's Book Schedule	2,345.5 hrs	2,317.5 hrs	28 hrs	528.5 hrs	1,817 hr	Work	40h	19.5h	70.5h	108.5h	71.5h	79.5h	83.5h	51.5h	79.5h
Editorial staff meeting	45.5 hrs	45.5 hrs	0 hrs	24.5 hrs	21 hr	Act. Work	40h	19.5h	70.5h	108.5h	71.5h	79.5h	83.5h	43.5h	12h
Acquisition	468 hrs	444 hrs	24 hrs	468 hrs	0 hr	Work		3.5h	3.5h	3.5h	3.5h	3.5h	3.5h	3.5h	3.5h
Editorial	404 hrs	400 hrs	4 hrs	36 hrs	368 hr	Act. Work	40h	16h	67h	105h	68h	76h	80h	16h	
Organize manuscript for copyedit	60 hrs	60 hrs	0 hrs	36 hrs	24 hr	Work	40h	16h	67h	105h	68h	76h	80h	16h	
Dan Jump	20 hrs	20 hrs	0 hrs	20 hrs	0 hr	Act. Work								32h	28h
Hany Morcos	40 hrs	40 hrs	0 hrs	16 hrs	24 hr	Work								24h	16h

Fig. 16. Change Dan Jump's actual work

8. RescheduleIncompleteWork

Proofread and index	100 hrs	100 hrs	0 hrs	32 hrs	68 hrs	32%	Work	12h	8h	8h	8h	8h		8h	8h	8h
Copyeditors	20 hrs	20 hrs	0 hrs	16 hrs	4 hrs	80%	Act. Wo	4h								
Tad Orman	80 hrs	80 hrs	0 hrs	16 hrs	64 hrs	20%	Work	8h	8h	8h	8h	8h		8h	8h	8h

Fig. 17. a. Latest actual work recorded

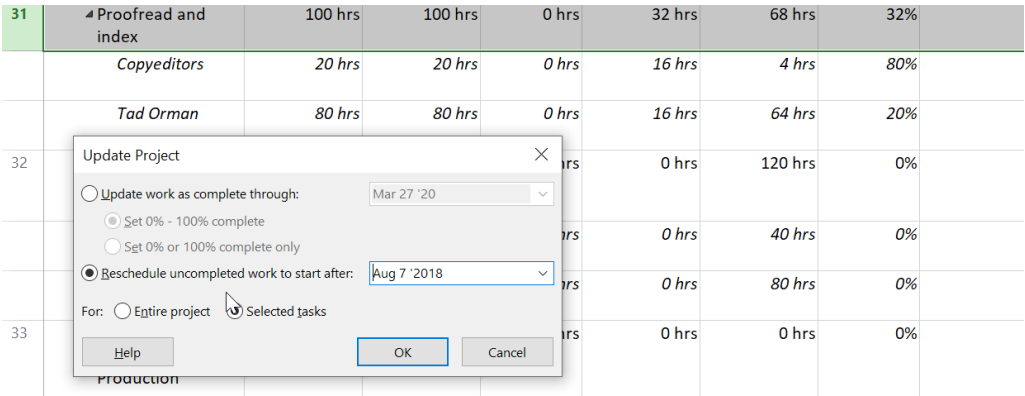


Fig. 18. b. Reschedule

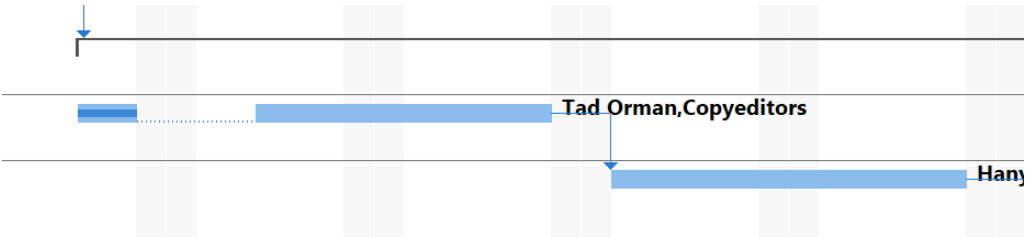


Fig. 19. b. Reschedule result

There is a gap in the task.