

## Winter IXD 5206 Project Management Critical Path

Week 1 (March 10-16): course introduction, assignments, and expectations. First team meetings. Required documents: Meeting minutes.

Week 2 (March 17-23): proposal backlog work, team member assignments. Required documents: Meeting agenda and minutes. Stand up report on progress.

Week 3 (March 24-30): work on the proposal backlog continues. Required documents: Meeting agenda and minutes. Stand up report on progress.

Week 4 (March 31-April 6): proposal draft is due. Work on the presentation backlog is started. Required documents: Meeting agenda and minutes. Stand up report on progress.

Week 5 (April 7-13): presentation backlog work continues, proposal feedback is incorporated into the final document. Required documents: Meeting agenda and minutes. Stand up report on progress.

Week 6 (April 14-20): presentation and proposal are in their final stages. Required documents: Meeting agenda and minutes. Stand up report on progress. Individual timesheets are due.

Week 7 (April 21-27): The presentation is due in class. Attendance is mandatory.

Monday, April 21st by midnight is when all assignments are due – your team proposal and presentation deck.