



# CONESTOGA

Connect Life and Learning

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<b>Assignment:</b>	Assignment #1 – Helping the Government (Part 5 of 5)
<b>Course Name:</b>	Business Data Analysis
<b>Date Assigned:</b>	10/12/2017
<b>Date Due:</b>	11/29/2017
<b>Rules:</b>	1) Project Managers abandon your teams! 2) Get ready to work! 3) Delegate your <u>other</u> work to team members!
<b>Grade:</b>	

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**Report:****Starts Oct 12, 2017**

- Group decide Ramon to Be PM (Team)
- The Team divided the work between members(Team)
- Team start to designated tasks (Team)
- Data Base start (Ramon)
- Data Base Complete (Ramon)

**Strike Starts Oct 16, 2017****Strike Ends Nov 20, 2017**

- Group meeting about deliverables schedules (Team)
- Update schedule (Team)

**Nov 22, 2017 – Nov 24, 2017**

- Populating the Database (Peter, Varun)
- Documentation Start (Moyo, Ramon)

**Nov 29, 2017**

- Populating Database done (Peter, Varun)
- Documentation Done (Moyo, Ramon)
- Send Deliverables (Ramon)

**Tools that we use**

Planning: Visio 2016 for Gantt Chart

Communication: We use Conestoga Email and WhatsApp Group

Building Database: We use Microsoft Access

ERD: Microsoft Visio 2016. Visio has a familiar interface and easy to use.

## How successful was your planning?

### 1. What software did you choose to use? Why?

ERD: Microsoft Visio 2016. Visio has a familiar interface and easy to use.

### 2. How and why would Project Managers find Gantt charts helpful?

Gantt chart was very helpful for planning and define deadlines for tasks

### 3. Did you find your team followed your Gantt chart/project plan well? Why or why not?

No, because we had a huge gap between the project and I have to update the Gantt chart

### 4. Would project team members also find Gantt charts helpful? Why?

Yes, they could rely on the Gantt chart deadlines

### 5. How much time went into your Gantt chart? Is there a way to reduce this amount of time in the future?

I update the Gantt chart twice. First at the start of the project and Second when Strike ends.

### 6. Did you enforce your Gantt chart, making sure that your team members followed your plan?

YES

## How did you feel about the extra responsibilities for being a Project Manager?

As you progress through this project you will continue to have additional responsibilities on top of what your other team members are required to do. This is a common practice as your job role has different requirements than those who are working as members of your team, which often leads to issues or misunderstandings within the team.

### 1. Did you feel at any time that your team members felt it was unfair that you reduced your workload for other parts of the project to focus on Project Manager specific work?

The team understand that PM is an important role for the success of the assignment.

### 2. Ask your team members what they thought about you having to be drawn away from work, summarize their response into a single line below for each group member.

Moyo: The PM role was important to divide the role  
Peter: PM help to keep track of the work done and schedule  
Varun: PM helps to take final decisions when a group have conflict

**3. If they did feel that this was unfair, how would you address this situation?**

Try to demonstrate the importance of PM and help tem to execute their tasks

**4. Did you expect that the Project Manager would be distracted from the core work of a team repeatedly?**

No, but all the activities was needed for the core work get done.

**5. How would you describe this experience, was this (the extra work) like what you had expected a Project Manager's role would be like?**

I realize that, sometimes, PM have to help the individual members more then team

## What was it like to be a Project Manager?

**1. Did you find that being a Project Manager was easy?**

NO

**2. Did your group operate well under your command? Did they stay on task and execute the tasks assigned to them?**

YES, Some of them didn't complete their individual task, however we could relocate the tasks again.

**3. What would you do differently next time if you continue to be Project Manager for further components of the Practicum?**

Try to manager more time to revise the work done

[illegible]