

INST-941: Assignment 5.2A
Final Project Proposal
April 19, 2013
Cloud Storage and Collaboration Services
By: Sam Dowd

<https://sites.google.com/site/cloudwebquest941/home>

Standards:

Taken from the job description for a Technology Consultant at Harvard Business School. This would be the role that the “students” in this webquest would be in.

- Facilitate and support the development of new and existing programs involving cross-functional teams.
- Work through the development, testing and delivery processes to scale new services and product offerings for delivery to large groups of users.
- Authors, edits, and maintains user-focused documentation for internal applications and business processes
- Expert knowledge of Microsoft Office suite of applications
- Expertise with a variety of commonly used technology including PC, Mac, iPad, and other mobile devices, browsers including IE, Firefox, Chrome and Safari.
- Experience supporting and customizing Microsoft SharePoint preferred
- Excellent written and oral business communication skills including comfort with preparing and delivering presentations and training sessions to groups.
- Comfortable working with senior managers and executives.
- Strong organizational and analytical skills.
- Excellent project management skills.
- Experience writing documentation for non-technical audiences preferred

Objectives:

- Understand the purpose and helpfulness of cloud storage and collaboration services.
- Exhibit the technical competencies to upload, share, and collaborate on a document using a cloud storage and collaboration service.
- Analyze the features offered by cloud storage and collaboration services and compare and contrast them with each other.

Task Type:

- Design Tasks
- Persuasive Tasks

Groups & Teaming

- Teams of 3 will be working together to create an advertisement.
 - There will be 3 roles per team and they will follow a traditional Agile Project Management approach by having:
 - 1 Project Manager: Leads the project, gathers requirements, coordinates the activities that will go into the creation of the advertisement.
 - 1 Quality Engineer: Makes sure that the project is of sufficient quality to present to the steering committee, makes sure that all requirements are

met, proofreads and edits the presentation and advertisement for any errors.

- 1 Developer: Does the work to put the advertisement and presentation together at the direction of the project manager.
- The students will choose the roles themselves, and should use the roles as a guide for splitting up work, not as a strict rule for who should do what.

Deliverables

- An advertisement using any media to show the advantages of the team's assigned service over the other cloud storage and collaboration solutions.
- A presentation (to include the advertisement) that centers around why the Steering Committee should choose the team's assigned service.

Scaffolding

- Students will learn about cloud storage and collaboration services by looking at several resources (I will determine all of these)
 - Websites for the individual services
 - HBS Use Case Comparison Chart
 - Other *reliable* resources that I will find by using a search engine
- Students will apply their learning by using their assigned service to design and create an advertisement for it.
- Groups of students will then present their advertisements for their particular cloud storage and collaboration service in a persuasive presentation to the class.

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Final Project Outline

April 15, 2013

Getting to Know Cloud Storage and Collaboration Services

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1. Introduction

- a. The students have been selected by an Executive Team Steering Committee to form a team of pilots to find the best cloud storage and collaboration service.
- b. HBS is thinking about deploying a standard cloud storage and collaboration service. But, they are not sure which one to choose.
- c. They have narrowed it to three services
 - i. Microsoft SharePoint
 - ii. Box
 - iii. Dropbox
- d. This team of students is tasked with researching and reporting on the best option.

2. The Task

- a. Research the three cloud storage and collaboration services.
- b. Exclusively use your assigned service to create an advertisement from scratch.
- c. Present your advertisement to the Steering Committee

3. The Process

- a. Phase I: Research
 - i. Visit the Phase I resources for each product and study their individual features as well as drawbacks
 - ii. Complete a SWOT analysis (Strengths, Weaknesses, Opportunities, and Threats) for each of the three services
- b. Phase II: Create an Advertisement for Your Assigned Service
 - i. Sign up or acquire an account for the service you have been assigned
 - ii. Work with your group members exclusively using your service to design an advertisement using any kind of media
 - iii. Develop a ten minute presentation (also exclusively using your service) that includes your advertisement and the reasons why HBS should go with your assigned service
- c. Phase III: Present to the Steering Committee

4. Evaluation

- a. The items you will be evaluated on are as follows (there will be a rubric for each of these):
 - i. Your 3 SWOT analyses
 - ii. Your advertisement
 - iii. Your presentation
- b. The evaluation for items II and III will have a teamwork element to them to evaluate your ability to work with your teammates

5. Conclusion

- a. Expression of gratitude from the Steering Committee
- b. Recap of steps taken and learnings they should take from the assignment.