Activity – Assigning Project Resources

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The steps a project manager must take to make sure their project is receiving adequate support depends on multiple factors. Based on the project objectives, project scope and analyzation, task, clear communication with the shareholders, well-timed deliverables , and ensuring the correct level of resources distributed for the project.

Essentially, effective project management will ensure that project deliverable is met on time. The project manager will need to ensure that all project goals and objectives are prioritized and on a planned schedule. All objectives including constraints, risk analysis, and tracking need to be implemented correctly throughout the project and its duration.

Most importantly the project manager should always ensure that the project is receiving support from the stakeholders. Stakeholders are the source in which authorizes the support the project manager and means to allocate resource he/she receives for the project (Wrike, 2018). Typically, this involves the project manager doing the following:

- Having a solid communication plan.

- Ensuring that all project team members and stakeholders have current information on the project and its scope.

- Planning schedules for risk assessments and resources.

- Ensuring the initial requirements of the project are scope, planned, and concise.

- Scheduled kick off and progress meetings(with both team and stakeholders)

Assignment of resource techniques:

Assignments of a resource is a final step in project planning that allocates specific resources *(Team members, supplies, assets, and capitol)* to the project schedule. Typically, these resources reflect who works on what task and what task must be completed based on implements of specific allocations of said resource (Project Plan 365, n.d). Also, assigning resources can be used to track the cost associated with the resource and to ensure that specific project goals and milestones are being met (Watt, 2019). These are some of the techniques below to assign project resources.

- **Project resource table** - Developing a project resource table showing what resources are needed and when.

- **Strategic planning** - Strategically planning the needs of the business of specific skills that team members bring to the project.

- **Probability Models** - Estimation and calculation methods are used to manage and estimate resources by implementing mathematical models and statistics.

- **Resource loading** - Resource loading is the technique used in the assignment of resources. Assuring the project is provided with the needed support at all times.

- **HR Resource management** - Resource management scheduling using systems and schedules for the resources to follow through human resources.

- **Resource leveling** - Resource leveling used to examine unbalanced use of resources (usually people or equipment) over time and for resolving over-allocation or conflicts.

- **Personality typing** - Personality typing defining the traits, skills, and assessment of team member resources and allocating effective planning of resources for them to complete the project and avoid conflict.

When is it necessary to "level load" a project:

If a project manager finds that there are more, or fewer resources needed or being consumed during specific. In the project. They can use the technique of level loading to adjust resource allocation. As intuitive as the name suggests, level loading is a process to equally distribute and allocate the resources for a given project. This also entails leveling supplies, assets, and capital.

It is typically necessary to implement level loading on a schedule to balance resource processes and reduce the non-value-added portion of the process's cycles of the project. Also, it is necessary to level load when resources a hard to find or not available for specific blocks of the project schedule. Level loading helps to reduce potential mitigated risk to ensure that the bottom line is being met effectively, on time, and cos*t* (UserSolutions.com, n.d).

Unavailable project resources:

The importance of resource allocation is directly related to the project's success. Resource management is essential to managing a project effectively. In some cases, resources go missing or unavailable because processes have been poorly defined and misapplied. If The project manager needs resources that are not readily available. These are some of the methods and steps he/she would assume to acquire them (ProjectManager.com, 2019).

- Identify the situation and its impact(cost, time, scope, quality).

- Leverage change orders on the change control board (stakeholders).

- Define the impact, risk, and constraints with viable solutions.

- Facilitate a new working plan with the board and team members.

- Reassess the working project calendar schedule.

- Adjust the available resources.

- Implement resource tracking.

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