CPS714 Software Project Management
Team Project Assignment

Project title: Developing a corporate intranet.
Project description: Develop a corporate intranet, assuming there will be a few hundred users, about two dozen of which need to be trained to keep the intranet updated. The job of your team is to

(a) Fill in the blanks left in the particular area of the WBS;
(b) Create a project plan (as complete as possible) using some software tool – could be MS Project or some free alternative;
(c) Modify the project plan as outlined below;
(d) Add a risk assessment; and
(e) Prepare a report as outlined below.

Overall marks for this assignment: 30 (out of the course total of 100)
Due date: 4:00pm December 2, 2016
Late penalty: 1 mark will be deducted per day of delay.

ASSIGNMENT SUMMARY

1	Inspect carefully the information about the project in the attached WBS.	0 marks
2	Then, complete the table in Exhibit 1 by filling in the missing data in the Task Duration or Task Dependencies column, where indicated by shading (there are three missing blocks). Please note that the total duration of the task is constrained; your job is to distribute it in the best way possible.	5 marks
3	Create the project file using the chosen tool, and enter task durations and appropriate dependencies. Note that not all dependencies are of the Finish-to-Start type.	4 marks
4	Assume that the starting date for the project is October 31, 2016. Modify the Standard Calendar to include the statutory holidays (use Ryerson academic calendar for guidance, but allow two days only for Christmas and New Year each – this is supposed to earn you money, it's not university!). Also, account for the fact that Sherri will go on vacation November 20-24 (without penalty, since she is a niece of the company's CEO).	4 marks
5	Assign the resources, listed in Exhibit 2, to the tasks that seem best suited to their skills, based on the descriptions and tasks.	5 marks
6	Find the critical path and calculate the shortest project duration. Then add buffers according to the Critical Chain Scheduling approach. Buffer size should amount to about 33% of the total duration of the chain (sub-project) that the buffer is intended to protect.	6 marks
7	Prepare a list of five most important risks and rank them to the best of your knowledge. Attach the justification of the ranking, including estimates for any relevant parameters you have used.	6 marks
8	Submit a full report, including the original project network diagram, the project network diagram with Critical Chain buffers added, the Gantt chart, and the list of risks and the associated rationale, as a PDF file.	0 marks per se, but mandatory!

Exhibit 1: Task descriptions, including individual task duration and task dependencies, although not all details have been spelled out in full. Task duration is given in days. Italicized tasks are summary (roll-up, higher-level) tasks.

Task Name	Duration	Dependencies
Concept	18d	
Evaluate current systems	5d	
Define Requirements	5d	Evaluate current systems complete
Define user requirements	5d	
Define content requirements	3d	
Define system requirements	3d	
Define server owner requirements	2d	
Define specific functionality	1d	User reqs. complete
Define risks and risk management approach	4d	Specific functionality complete
Develop project plan	2d	Risk plan complete
Brief web development team	1d	Project plan complete
Web Site Design	22d	
Design User Interface	12d	
Determine the layout of the site	8d	Concept complete
Determine the data links	4d	Layout complete
Decide how to implement functionality	3d	Layout complete
User Interface designed	0d	Datalinks complete
Design Server Setup	6d	UI design complete
Determine estimated disk space utilization	0.5d	
Determine estimated traffic	0.5d	
Design access permission	1d	
Design testing/staging area scheme	3d	Server setup tasks complete
Communicate with server operations	2d	Staging area scheme complete
Server site live	0d	Server operations complete
Develop Server Support Infrastructure	6d	
Determine network impact	2d	Staging area scheme complete
Determine what changes need to be made	3d	Network impact complete
Communicate with support staff	1d	Change determination complete
Support requirements met	0d	Communication with support staff complete

Web Site Development	55d	
Develop pages and links	21d	
Create HTML style templates		
Determine development tool		
Development		
Develop functionality		
Develop any custom functionality		
Integrate into web site		
Content Migration/Integration	27d	
Determine what content will be moved/converted	3d	Content requirements complete
Prioritize content conversion	2d	Content determination complete
Set content conversion standards	2d	Content prioritization complete
Implement content migration and conversion	15d	Standards complete
Test conversion formats	5d	Migration and conversion complete
Testing	20d	
Create test plan	4d	
Page Testing	10d	
Link Testing	6d	
Usability testing	7d	
Stress/Load testing	7d	
Roll Out	25d	
Move site to production server	2d	Development, integration, conversion, test plan, page & link testing complete
Determine roll out schedule	5d	20 days before all web development complete
Communicate roll out plan to users	10d	Roll out schedule complete
Conduct user training	10d	Roll out schedule complete
Release internal PR	10d	Roll out schedule complete
Rollout	0d	Begin 10 days after rollout plan, training, and PR
Support	28d	
Determine what support resources are needed	4d	Support requirements complete
Make appropriate staffing changes	5d	Support resource needs complete
Determine method that users will attain support	3d	Staffing changes complete
Determine support process	5d	Support method complete
Support goes live	0d	Same time as rollout

Exhibit 2: resources.

Resource Name	Role	Std Rate	Ovt. Rate
Amanda	UI Designer	25.76	38.64
Brenda	Database Designer	43.24	64.86
Cam	HTML Developer	23.00	34.50
Harriet	Marketing Editor	43.24	64.86
Mike	Technical lead	80.00	120.00
Sherri	Project Manager	80.00	120.00
Tony	Information Architect	43.78	65.67
Wilma	QA Lead	80.00	120.00