# Week 3 Overview

## Stakeholder Analysis and Management

### Lesson Overview

Students will learn how to identify stakeholders and define their expectations.  They will study the strategic alignment of stakeholders within a project, how to map their influence, and learn to create a stakeholder management plan.  They will study document management processes and learn about project security.

### Learning Objectives

Students will review:

* The process of stakeholder analysis
* The stakeholder assessment template
* The stakeholder expectations matrix
* The principles of team leadership
* The reasons for document management
* The creation of a Document Management Plan

### Workflow

1. Read PMBOK: Chapter 2, pp. 20-38 and Chapter 13, pp. 391-415
2. Read Wysocki: Chapter 3, pp. 98 and Chapter 4, pp. 114-115
3. Review Presentation 3-1 "Strategy and Planning" (15 minutes)
4. Review Presentation 3-2 "Managing Stakeholders" (12 minutes)
5. Review Stakeholder Culture Assessment Template
6. Review the Expectations Matrix Template
7. Review Pea Patch assignment background
8. Complete Stakeholder Management Assignment
9. Participate in Discussion forum for Stakeholder Analysis
10. Create Stakeholder Analysis for Homebuilding project
11. Review Presentation 3-3 "Team Leadership" (24 minutes)
12. Complete Team Leadership Assignment
13. Review Presentation 3-4 "Document Management & Security" (13 minutes)
14. Review Document Management Plan template
15. Create Document Management Plan for Homebuilding project
16. Team Assignment 1: Team Operating Rules