COMPUTING PROJECT (COMP08053)

TUTORIAL 2

You should now have started thinking about your chosen project area and be brainstorming some ideas with your project team. Your group-based project plan should be submitted by the end of Week 4.

The initial steps in producing a sufficiently detailed project plan are to find a means of structuring your thoughts and ideas. Included in this tutorial are a number of tables that you can help you do this.

The tables include:

- A table that can be used as a template for brainstorming meetings
- A work breakdown structure table
- Task breakdown table

These tables will enable your Computing Project group to provide a detailed breakdown of the main tasks that will need to be undertaken, as well carefully considering key areas such as:

- Subtasks
- Potential steps
- Predecessors
- Deliverables
- Success measures
- Barriers/constraints
- Resources
- Duration of tasks
- Start/finish dates
- Resources
- Group members assigned to specific tasks

The purpose of this tutorial is to start completing these tables in order to help you develop an effective project plan. It will probably be the case that you have to complete a number of drafts of these tables before you are able to arrive at refined versions that all the team members are happy with.

Electronic copies of these tables are available from the Computing Project Moodle site

Template for brainstorming meeting

Task	Potential Steps	Success Measure	Barriers	Notes

Work Breakdown Structure

Deliverables:

Start date:	**Due date:**	**Project duration:**

Key constraints and assumptions:

Task	**Immediate Predecessor Tasks**	**Estimated Time Duration**	**Estimated Resources**	**Assigned To**

Task Breakdown Table
(add/delete tasks rows as appropriate)

ID	Task Name	Duration	Start	Finish
1				
1.1				
1.2				
1.3				
1.4				
1.5				
2				
2.1				
2.2				
2.3				
2.4				
2.5				
3				
3.1				
3.2				
3.3				
3.4				
3.5				
4				
4.1				
4.2				
4.3				
4.4				
4.5				
5				
5.1				
5.2				
5.3				
5.4				
5.5				

6				
6.1				
6.2				
6.3				
6.4				
6.5				
7				
7.1				
7.2				
7.3				
7.4				
7.5				
8				
8.1				
8.2				
8.3				
8.4				
8.5				