

OPM 310 Introduction to Project Management Practical Sessions

Instructions for Managing the Course Project

Introduction

In addition to the class-based practical exercises, the course project is designed to help the students apply the learnt skills on individually selected real-life projects. These project-based exercises are planned and integrated sequentially as the course progresses, thus they are expected to be applied to the selected projects to achieve its expectations and deliverables. The student himself/herself together with the identified project stakeholders will constitute the required project resources. The instructor will discuss, explain, and run each of the required assignments in class using a running case throughout the course.

Some templates will be provided to use in specific requirement, but the students often are encouraged to develop or search for an alternative template.

Submission Date

This will be announced by the instructor, normally in week 12. However students are strongly encouraged to complete the assignment as the subject relevant to the assignment is discussed during the course. The completed work will not be marked, but the student can improve on it and is filed for the final submission.

Submission format

The submission of the project will be a SINGLE pdf file through Moodle. The exact date and time as published on Moodle by the instructor.

Required Assignments

1. Select a project and develop its project charter
2. Develop a business case to support the project and achieve stakeholders' buy-in
3. Develop scope baseline
4. Document project assumptions and constraints
5. Identify stakeholders (Register & Power/Interest grid)
6. Scope statement
7. Milestones list
8. WBS
9. WBS dictionary
10. RAM
11. Network diagram

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12. Precedence relationships (one of each of four)
13. Adoption of PERT for duration and critical path
14. Draw Gantt chart
15. Cost baseline
16. EVM after 50% of total duration (anticipated EV, PV, AC, CPI and SPI)

Notes:

1. The selected project is recommended to be simple and easy to manage, but must be consistent with the running case as discussed in class.
2. The allocated mark for the project as set in the published syllabus.
3. Students can discuss or work together on the assignments, but each student must apply the concept to his/her specific project. Such that all assignments are managed in an integrated manner.
4. The assignments may be changed by the instructor as the project progress and as seen appropriate.