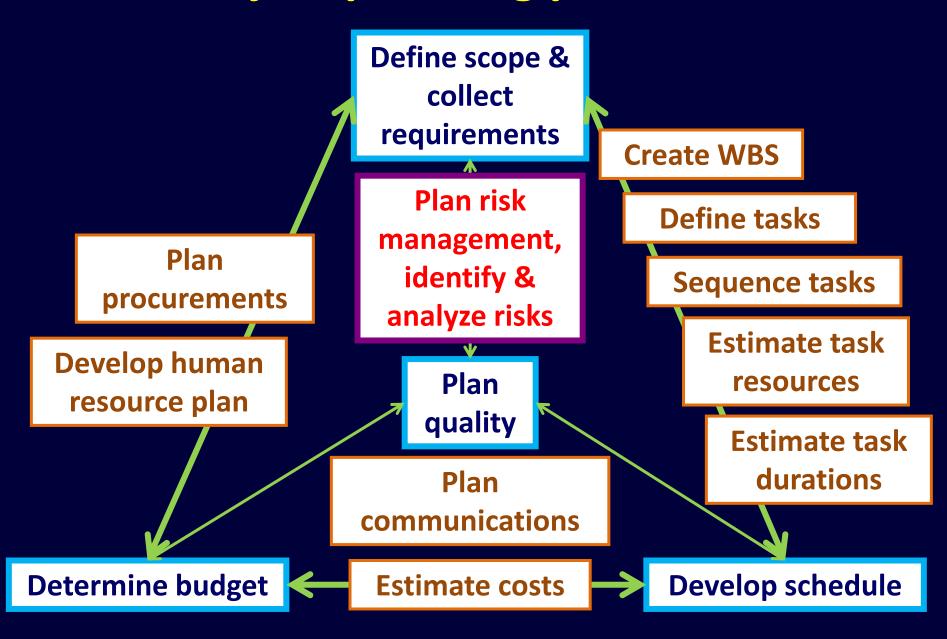
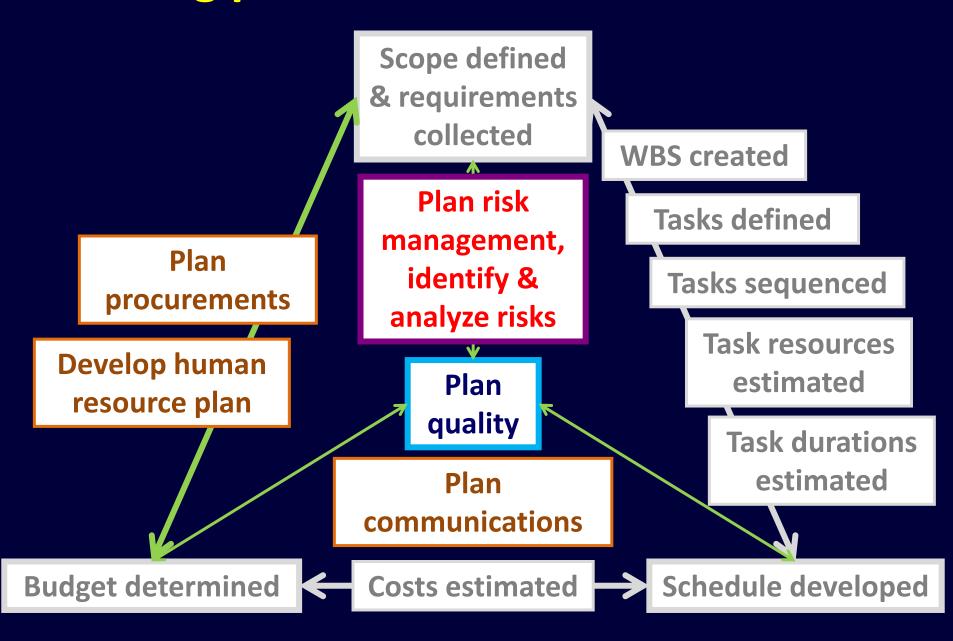
Project Management

Project Planning
HR, Procurement,
Quality, Communications

Project planning processes



Planning processes: where do we stand?



HR, Procurement, Quality, Comms

Scope defined & requirements collected **WBS** created Plan risk Tasks defined management, Plan identify & Tasks sequenced procurements analyze risks **Task resources Develop human** Plan estimated resource plan quality **Task durations Plan** estimated communications Schedule developed **Costs estimated Budget determined**

Develop HR plan (0)

Scope defined & requirements collected **WBS** created Plan risk Tasks defined management, Plan identify & Tasks sequenced procurements analyze risks **Task resources Develop human** Plan estimated resource plan quality **Task durations** Plan estimated communications Schedule developed **Costs estimated Budget determined**

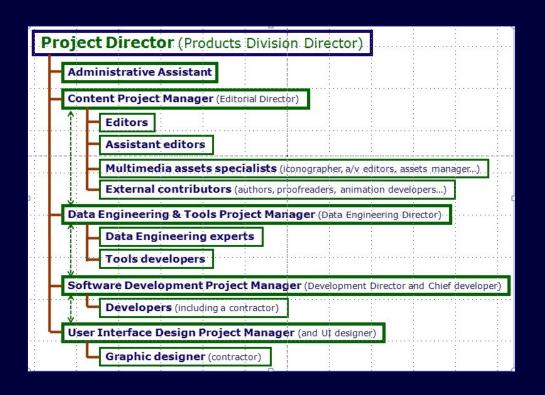
Develop HR plan (1)

- > Identify skills and number of persons needed
- > Primary input = estimate of task resources



Develop HR plan (2)

- > Define the organization of the project team
- > Team members' attributes:
 - √ role (or function)
 - ✓ position
 - √ responsibility
 - √ competency
 - ✓ authority



Develop HR plan (3)

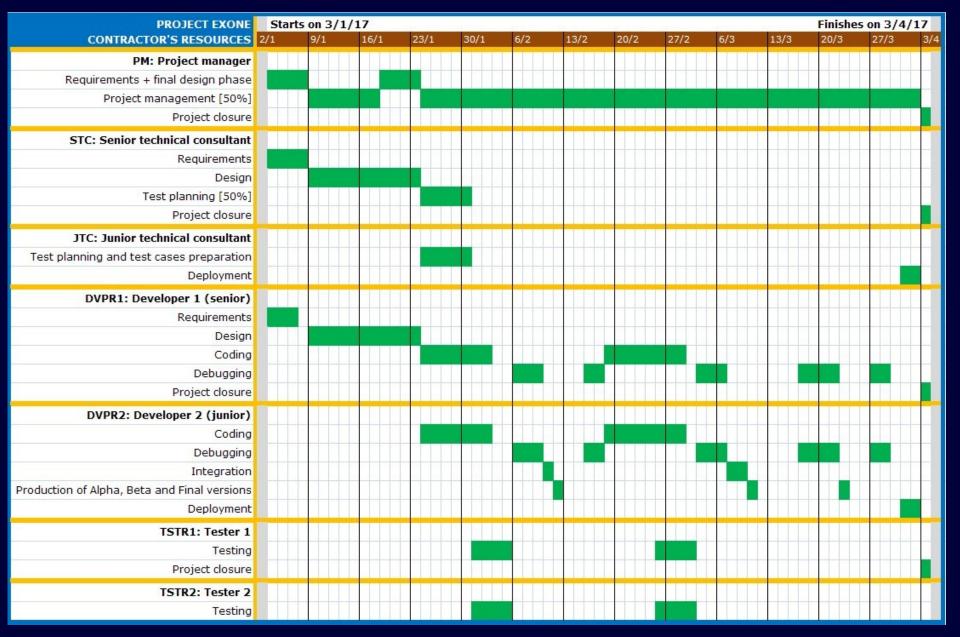
- > Staffing management plan:
 - ✓ how staffing will be performed
 - ✓ staffing schedule
 - √ training plan, etc.



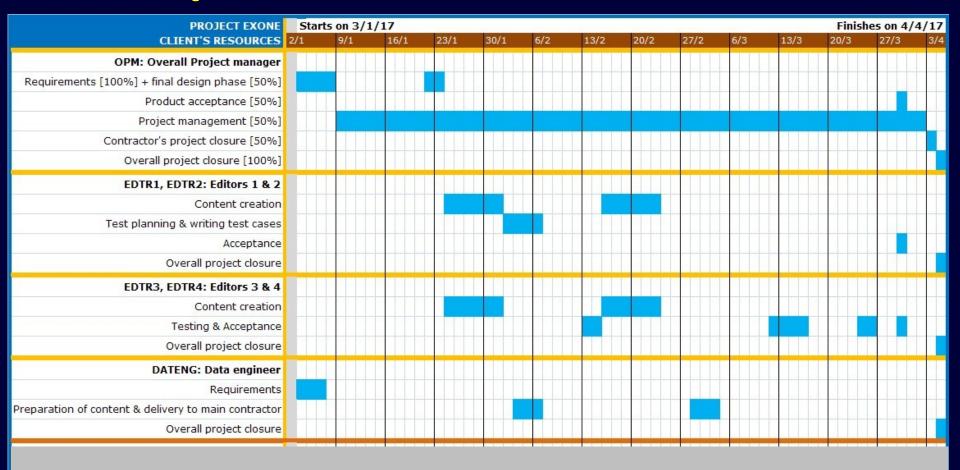
Example of HR schedule: EXONE - CTR (1)

Resource Name	Details 02 Jan 117															16 Jan '17							23 Jan '17				
		M	T	W	T	F	S	S	M	Т	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F
⊟рм	Work		1d	1d	1d	1d			0.5d	0.5d	0.5d	0.5d	0.5d			0.5d	0.5d	1d	1d	1d			1d	0.5d	0.5d	0.5d	0.5d
Review and complete requirements & plan with client	Work		1d	1d	1d																						
Final discussion and agreement with client on req'ts & plan	Work					1d																					
Check design with respect to requirements	Work																	0.5d	0.5d								
Meet with client to discuss & agree on design	Work																			0.5d			0.5d				
PROJECT MANAGEMENT (After Req'ts WP & before Closure)	Work								0.5d	0.5d	0.5d	0.5d	0.5d			0.5d	0.5d	0.5d	0.5d	0.5d			0.5d	0.5d	0.5d	0.5d	0.5d
PROJECT CLOSURE	Work																										
⊟ STC	Work		1d	1d	1d				1d	1d	1d	1d	1d			1d	1d	1d	1d	1d			1d	0.5d	0.5d	0.5d	0.5d
Review and complete requirements & plan with client	Work		1d	1d	1d																						
Write design specifications	Work								1d	1d	1d	1d	1d			1d	1d										
Check design with respect to requirements	Work																	1d	1d								
Meet with client to discuss & agree on design	Work																			1d			1d				
Prepare test plan and test . cases	Work																							0.5d	0.5d	0.5d	0.5d
PROJECT CLOSURE	Work	-																									
□JTC	Work																							1d	1d	l 1d	1d
Prepare test plan and test cases	Work																							1d	1d	l 1d	1d
DEPLOYMENT AT CLIENT'S SITE	Work																										
□ DVPR1	Work		1d	1d	1d				1d	1d	1d	1d	1d			1d	1d	1d	1d	1d			1d	1d	1d	l 1d	1d
Review and complete requirements & plan with client	Work		1d	1d	1d																						
Write design specifications	Work								1d	1d	1d	1d	1d			1d	1d										
Check design with respect to requirements	Work																	1d	1d								
Meet with client to discuss & agree on design	Work																			1d			1d				
Coding - Alpha version	Work																							1d	1d	1d	1d 🕌
Debugaina phase 1	Work																										· ·
	4																									IIII	b 22

Example of HR schedule: EXONE - CTR (2)



Example of HR schedule: EXONE - CLT



Questions?

Plan procurements (0)



Plan procurements (1)

- Identify project needs that can or must be met by products/services from external "vendors"
- > Primary input = estimate of task resources
- "Make or buy" analysis

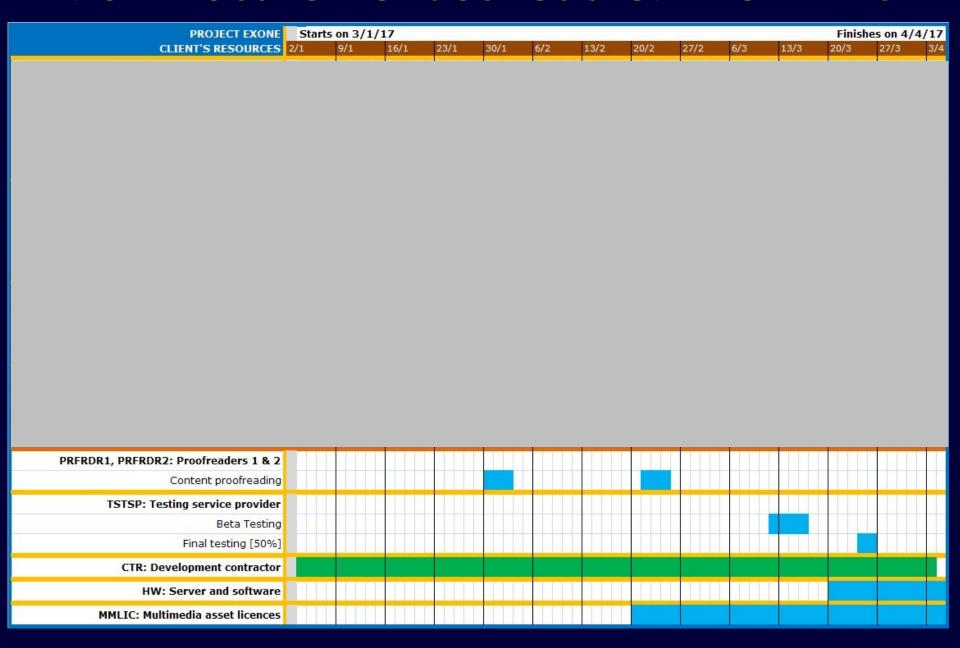


Plan procurements (2)

- > Procurement plan:
 - ✓ how to identify vendors
 - √ how to evaluate and select vendors
 - √ types of contract
 - √ statements of work (SOWs)



Ex. of Procurement schedule: EXONE - CLT



Questions?

Plan quality (0)

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Plan quality (1)

- ➤ Identify quality requirements and standards that will be applied to the project and to the resulting product
- Document how compliance with such requirements and standards will be achieved and demonstrated



Plan quality (2)

➤ Take into account the product acceptance criteria specified in the requirements and the testing tasks to be performed at various stages of the project



Plan quality (3)

- Include processes to put in place for quality control
 assurance of the project itself.
- Define quality "metrics" for certain project requirements.



Plan quality (4)

- > The cost of quality ("COQ") corresponds to the cost of resources needed to meet quality requirements.
- Poor quality also has a cost, which may be (much) higher than the cost of quality.





Plan communications (0)



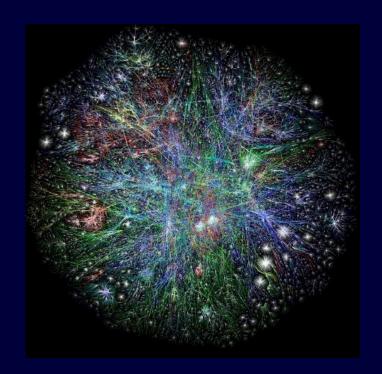
Plan communications (1)

Determine how information will be provided, when and by whom.



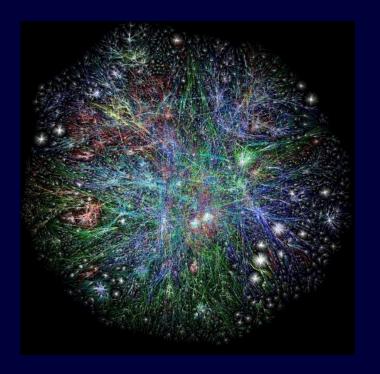
Plan communications (2)

- > Types of information to be communicated
- Language(s) to be used and glossary of terms specific to the project
- > Time-frame and frequency of communications



Plan communications (3)

- > Communication methods
- > Persons with communication responsibility
- > Escalation paths and procedures



Questions?

Planning processes: where do we stand?

