**CIS420: System Planning & Analysis**



Instructor:

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Unit 1

Assignment 2

*“I pledge to support the Honor System of ECPI. I will refrain from any form of academic dishonesty or deception, such as cheating or plagiarism. I am aware that as a member of the academic community, it is my responsibility to turn in all suspected violators of the honor code. I understand that any failure on my part to support the Honor System will be turned over to a Judicial Review Board for determination. I will report to the Judicial Review Board hearing if summoned.”*

*Signature:*

Student: Sean H Bell Date: 6 April 2016

# **Unit 1 Assignment**

**Unit 1 Assignment 2**

**Part 1**

Before beginning Part 2 of this assignment, login to Lynda.com and view the following video clips:

* Lynda.com video "Project 2010 Essential Training with Bonnie Biafore": **Section:** "[Creating a Project](http://www.lynda.com/Project-tutorials/Creating-project/68384/73494-4.html)"
* Lynda.com video "Project 2010 Essential Training with Bonnie Biafore": **Section:** "[Creating a New Task](http://www.lynda.com/Project-tutorials/Creating-new-task/68384/73499-4.html)"
* Lynda.com video "Project 2010 Essential Training with Bonnie Biafore": **Section:** "[Determining the Critical Path](http://www.lynda.com/Project-tutorials/Determining-critical-path/116477/135482-4.html)"

**Part 2**

After viewing the video clips from **Part 1** of this assignment, in your textbook, **Systems Analysis and Design, Shelly & Rosenblatt, 10th Edition,** please complete the following:

* **Chapter 3:** Pg. 119 - Apply Your Knowledge - Assignment 1 - Forest Point Construction1 - 4.

Type your answers to questions 1, and 2 into a Word file and use **MS Project** to create a Gantt chart for question 3 & a PERT/CPM chart for question 4.  Upload your assignment using the below instructions.

# **Apply Your Knowledge**

The Apply Your Knowledge section contains four mini-cases. Each case describes a situation, explains your role, and asks you to respond to questions by applying what you learned in the chapter

**1** **Forest Point Construction**

At Forest Point Construction, your boss says that he can estimate the total project time based on his personal experience. You are trying to convince him that he should use project management techniques to handle a complex project.

   To prove your point, you decide to use a simple example of a commercial steel building construction project, with eight steps. You create a hypothetical work breakdown structure, as follows:

* • Prepare the site (3 days), and then set the building footers (3 days).
* • Finish the foundation (5 days), and then assemble the building (3 days).
* • When the building is assembled, start two tasks at once: finish the interior work (5 days) and set up an appointment for the final building inspection (15 days).
* • When the interior work is done, start two more tasks at once: landscaping (7 days) and driveway paving (3 days).
* • When the landscaping and driveway are done, do the painting (2 days).
* • Finally, when the painting is done and the final inspection has occurred, arrange the sale (2 days). Now you ask your boss to review the tasks, estimate the total time, and write the answer on a piece of paper. You look at the paper and see that his guess is wrong.

**Tasks**

* 1. What is the correct total time?
* 2. What is the critical path?
* 3. Create a Gantt chart that shows the WBS.
* 4. Create a PERT/CPM chart.

**2** **Crescent View High School Class**

The computer science instructor at Crescent View High School asked you to visit his class and give a presentation about project management. You have just a few days to prepare, and you need to develop a presentation that describes project management tools and techniques. You can be creative, and you might want to include examples of actual projects that you know about. In any case, try to describe how projects are planned, scheduled, monitored, and reported upon. Your presentation should consist of five to seven slides with notes about what you are going to talk about that include the following:

**Tasks**

* 1. Prepare opening comments that give the class an overview of project management.
* 2. Provide the class with a glossary of the most important project management terms and definitions.
* 3. Think of a common event like buying a new home, and show the class how a project manager might handle the matter.
* 4. Create a short scenario with four to six tasks, some of which depend on each other. You can use the two preceding cases as a model. Develop a sample answer that you will show students after you give them a chance to analyze the tasks.

**3** **Brightstar Industries**

You will lead a training session for new employees at Brightstar Industries. You must develop a specific schedule for the following tasks (the estimated duration is shown in parentheses):

* • First, you need to contact the participants and explain their roles (1 day). Then you must obtain approval from their department managers (3 days).
* • After you obtain the approval, two tasks can begin at the same time: you can arrange the meeting room (1 day) and prepare an agenda for the initial session (8 days).
* • When the agenda is ready, you can start two more concurrent tasks: prepare the information packets (3 days) and create visual aids (6 days).
* • When the meeting room is arranged and the information packets are ready, you can send out an e-mail to participants (1 day).
* • Finally, after the e-mail is sent to participants and the visual aids are ready, you can conduct the JAD sessions (7 days).

**Tasks**

* 1. Prepare a list showing all tasks and their durations.
* 2. Analyze the fact situation carefully to determine which tasks are concurrent and which ones depend on other tasks.
* 3. Develop a PERT/CPM chart that shows the project. Use a format similar to [**Figure 3-27**](https://jigsaw.vitalsource.com/books/9781305460621/content/id/F107) on page 110. Use project management software if it is available.
* 4. What is the critical path for this project? How do you know?

**4** **Bayside Financial**

At Bayside Financial, where you work as a project manager, you have been asked to conduct user training sessions for a new information system. You must develop a specific schedule for the tasks (the estimated task duration for each is shown in parentheses):

* • First, confirm arrangements for the training facility you plan to use (3 days).
* • After you have confirmed the training facility, two tasks can begin at the same time: you need to send an e-mail message to all department managers announcing the training sessions (1 day) and you can develop the training material (5 days).
* • As soon as the training material is complete, you can work on two tasks at once: arrange to have copies of handout material printed (2 days) and develop a set of PowerPoint slides (5 days).
* • When the PowerPoint slides are ready, you conduct a practice training session with the instructor who will assist you (2 days).
* • Finally, when the practice session is over and the handout material is ready, you can conduct the user training sessions (4 days).

**Tasks**

* 1. Prepare a list showing all tasks and their durations.
* 2. Analyze the fact situation carefully to determine which tasks are concurrent and which ones are dependent on other tasks.
* 3. Create a PERT chart that shows the project. Use a format similar to [**Figure 3-27**](https://jigsaw.vitalsource.com/books/9781305460621/content/id/F107) on page 110. If project management software is available, use it to develop the chart.
* 4. What is the critical path for this project? How do you know?

