

Integration management II

Integration of project's
activities:

Works & Resources

Objectives

- Synchronization of all activities
- Ensuring smooth execution
- Ensuring availability of needed resources
- Ensuring availability of contingency resources and plans and change management

**Developing of
integrated, comprehensive
plan!**

1. Activities schedule
2. Resources schedule
3. Cost schedule

Defining activities

Important documents:

Scope:

WBS

Time:


Critical path

Cost:

Budget

Supporting activities: resource allocation

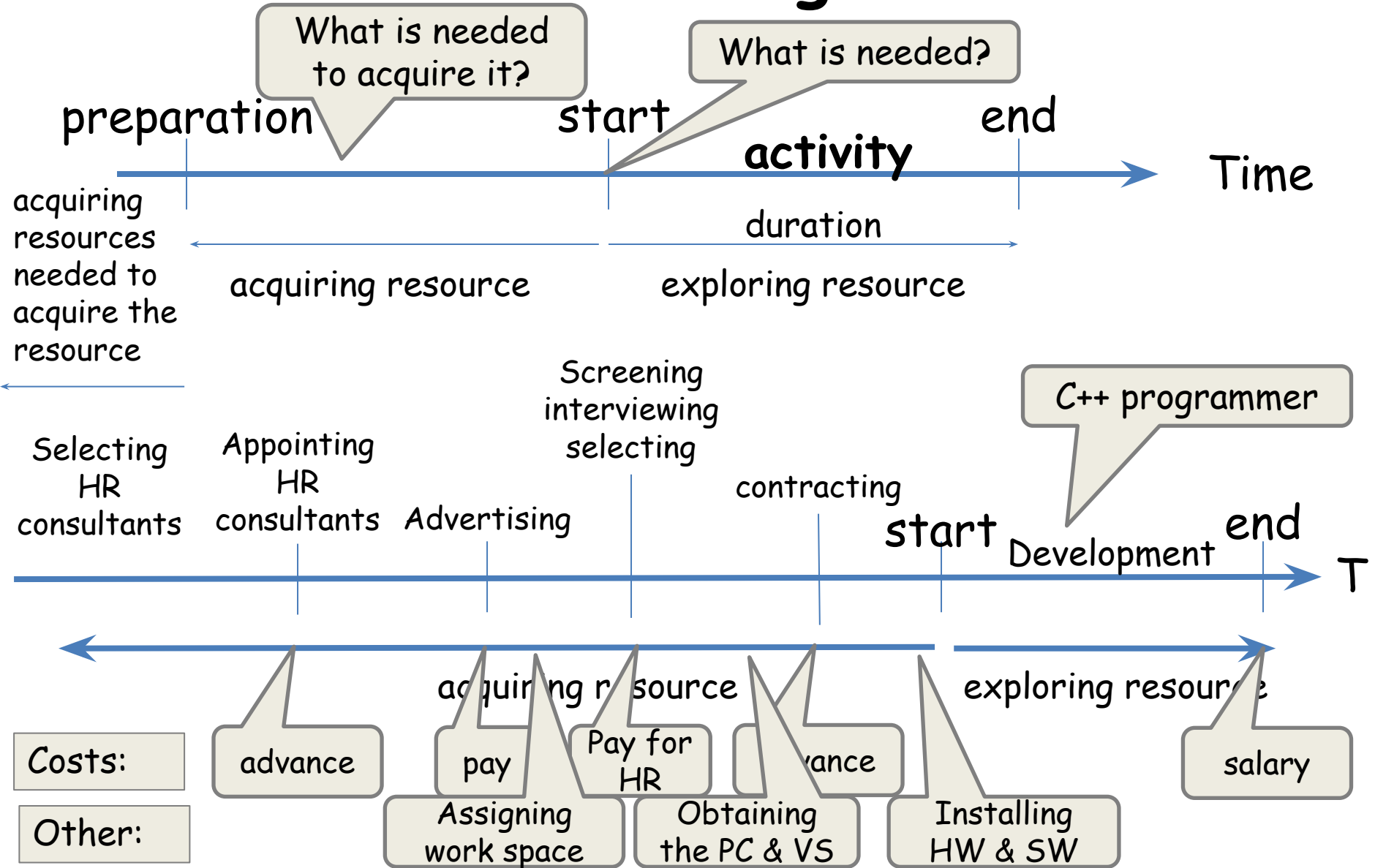
Resources:

- Labor HR management
 - Equipment
 - Services
 - Software
 - Space
 - Money Cash-flow
- Procurement
- 

Secondary activities:

- Communication Reporting, documenting

Planning





Questions?

Content of the final report:

**Paper
Presentation**

Paper

1. Integration Management

- Selection of Assignment for the PROJECT
Which IS to do? Why this, but not that?
Criteria - feasibility from point of view of the company.
- Who are stakeholders? Roles.
- How the IS will fit to legacy IS and to other (planned) IS?
- Project Charter
 - Including: Time (start-end) and Budget (total amount)

Paper

2. Scope Management

- Major functionalities

Must correspond to:

- Purpose of IS - why this IS was selected?
- Bridges (links) with other IS
- Work-Breakdown Structure
 - Presented in 2-levels:
 1. Major work-packages
 2. Major works in each package
- Efforts estimation - labor measured in "man-months", "man-days", etc.

Paper

3. Cost management

- Budget: itemized costs

E.g. labor: one DB designer - 5 months;

...

equipment: 1 server; 5 PCs, etc.

...

- Cash-flow
 - When you need money?
 - How much (basically what you are going to pay)?

Paper

4. Time Management

- PERT diagram for the works as defined in WBS, included
 - Defining Critical Path
 - Defining probability (Z value is enough) for completing the project on time (as specified in Project's Charter)
- GANT: Calendar schedule (**integrated plan of the project**). Including all activities related to all "knowledge areas".

Paper

5. Quality Management

- Quality Measures:
 - List of major functional and non-functional indicators (limit to 5 functional and 2 non-functional);
 - For each of them:
 1. How to measure (unit, testing method)?
 2. What are accepting criteria (e.g. respond time < 3 s.)
- Activities to ensure and test quality must be included into integrated plan.

Paper

6. HR management

- Structure of the team:

position	role	qualification
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- For one of the position:
 - Advertisement message to invite applicants;
 - Scenario for interview, including expected "psychological" type you are looking for.
 - Criteria for acceptance.
- Team-building activities
- Activities for hiring and team building must be included into integrated plan.

Paper

7. Communication Management

- Plan for communication:
 - With stake-holders
 - With team-members
- Type of communication, list of recipients, timing, media.
- Activities to preparing reports (major) must be included into integrated plan.

Paper

8. Procurement Management

- If you plan to outsource some of the works:
 - Criteria to select sub-contractor;
 - Category of the contract
 - Invitation message for the tender.
- Activities to acquire needed equipment (hardware & software)
- Procurement activities must be included into integrated plan.

Paper

9. Risk Management

- Risk registry - list about ten hazards that may affect the project.
- For each: assess risk exposure by using qualitative approach (probability - low, medium, high; impact - low, medium, high)
- For critical hazards (3) define risk mitigation plans, including Beta-plans for residual and secondary risks.
- Activities associated with risk management (assessing, watching; and resources set aside) must be included into integrated plan.

Paper

Team leader report:

1. Assessment of contribution of each member of the team:
 - What was done?
 - How well?
2. Calendar of events:
 - Meetings - agenda; minutes
 - Works accomplished.

Presentation

Time: 30 minutes

- 20-25 for presentation
- 5-10 for questions and answers

Every team-member MUST be familiar with the entire project!

How to present?

- The team has to decide whether each member will present part of the project or one/two will make the entire presentation.
- In both cases - questions will be directed to an individual member and answers should be provided by the pointed one.



**Thank you
for you
attention!**