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Exposing Project Management's
Scary Language: The Truth
About Starting a Project

MidCamp 2015

#MidCamp

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Agenda

- What is a project?
- Scope
- Task Identification
- Dependencies
- Scheduling
- Stakeholders
- Setting Expectations
- Tools
- Questions

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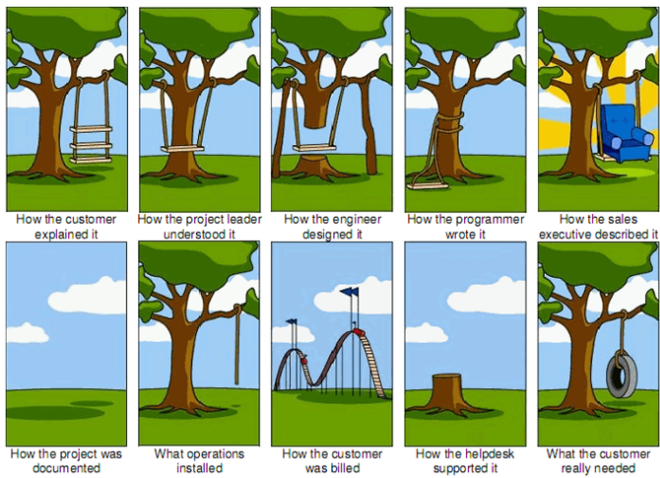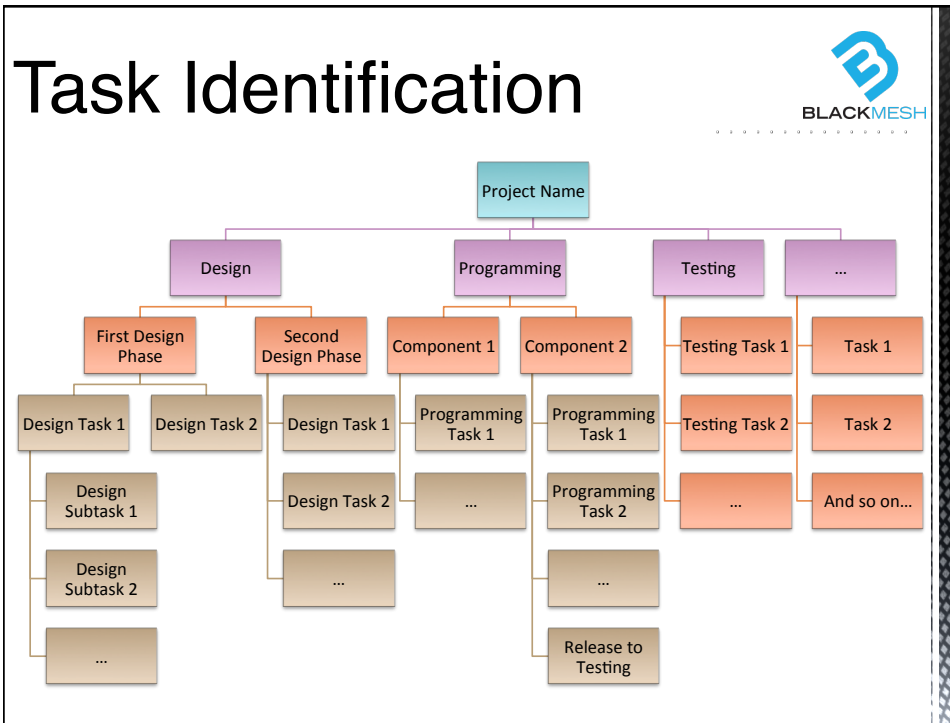# What is a Project?

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- Temporary in nature.
- Creates a unique product or service.

Project or Not a Project?

- Building a bridge?
- Software upgrades?
- Processing insurance claims?
- Creating a new website?
- Writing a book?

Scope

Task Identification

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```
                          Project Name
        ┌──────────────┬──────────────┬──────────────┐
     Design        Programming      Testing          …
```

First Design Phase	Second Design Phase	Component 1	Component 2	Testing Task 1	Task 1
Design Task 1 / Design Task 2	Design Task 1	Programming Task 1	Programming Task 1	Testing Task 2	Task 2
Design Subtask 1	Design Task 2	…	Programming Task 2	…	And so on…
Design Subtask 2	…		…		
…			Release to Testing		

Dependencies

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Category	Dependency	Explanation
Mandatory vs Discretionary	Mandatory (hard logic)	Involves physical limitations Contractual or legal obligations
	Discretionary (soft logic)	Based on knowledge of best practices
External vs Internal	External	Outside of project team's control. Based on relationship of project activities and activities outside project
	Internal	Within project team's control. Based on relationship between project activities

Image Credit: http://www.free-management-ebooks.com/faqpm/time-04.htm
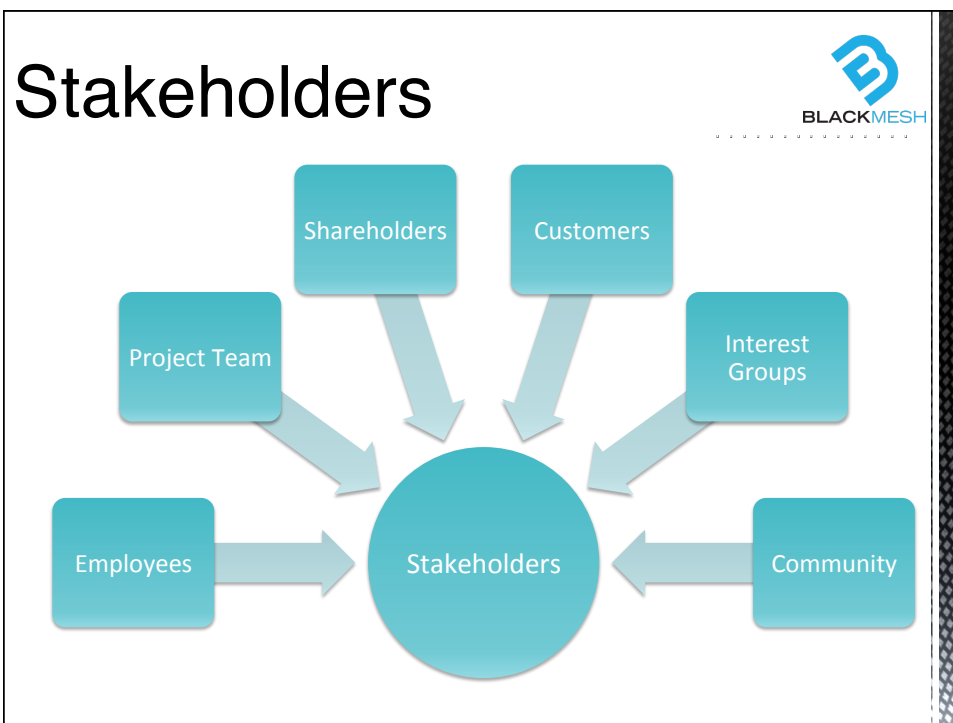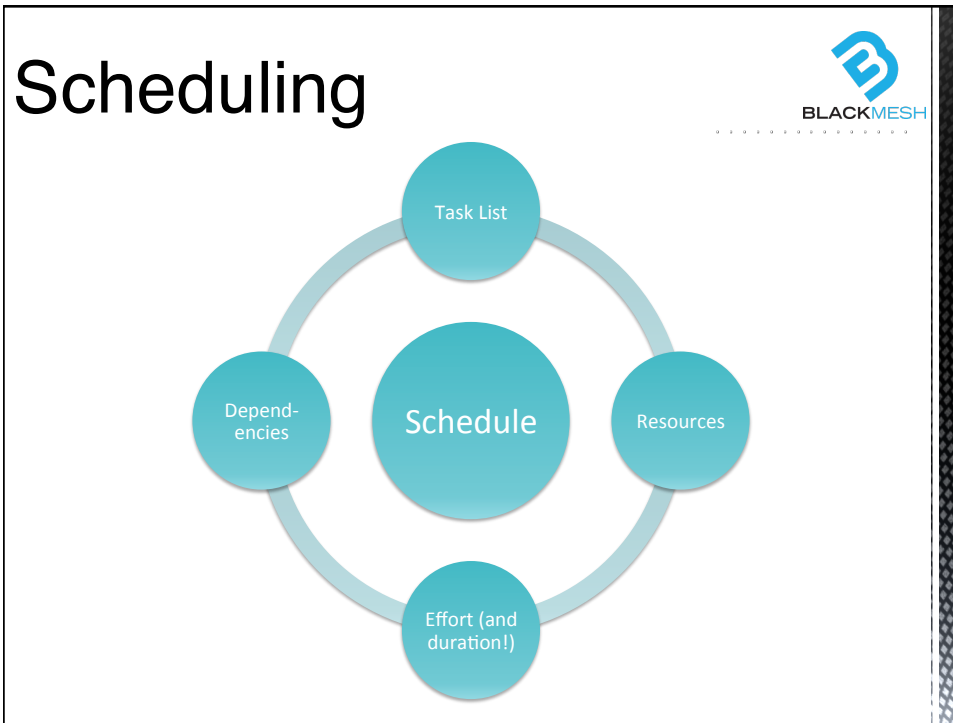
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Identifying

- Brainstorm and categorize
  - When do your dependencies need to start in order to make it on time?
  - Are the internal, external, mandatory or discretionary?
- Document
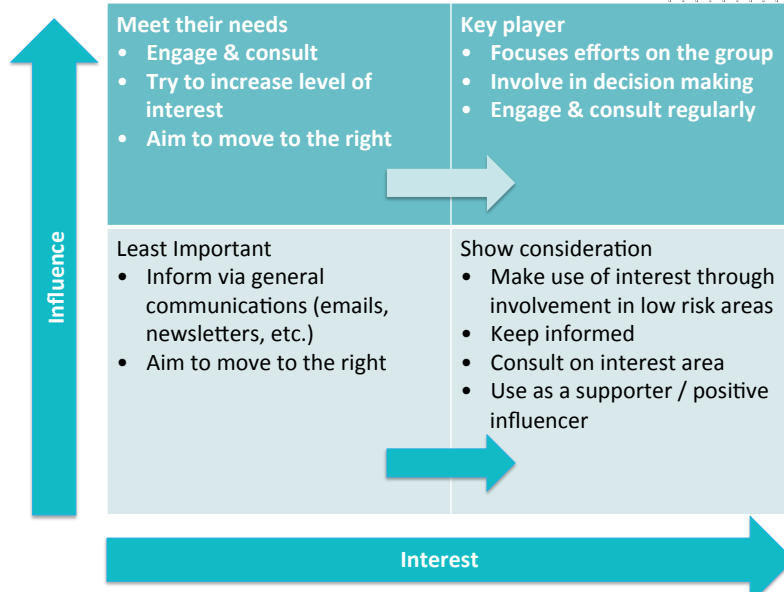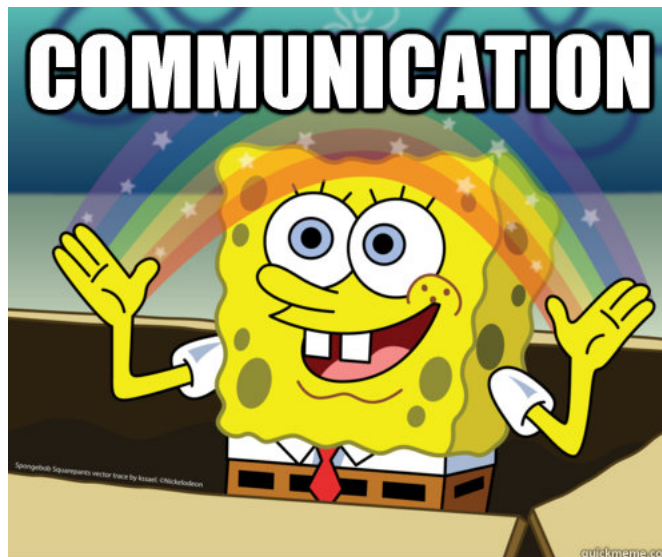- Confirm while creating schedule
- Keep looking

Managing

- Identify & Document Dependencies
- Align Dependencies; Engage any External Groups
- Align Timelines; Stay in Step with External Groups
- Monitor & Control

Scheduling

Stakeholders

Identification / Analysis

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	Influence ↑	
Meet their needs • **Engage & consult** • **Try to increase level of interest** • **Aim to move to the right**		**Key player** • **Focuses efforts on the group** • **Involve in decision making** • **Engage & consult regularly**
Least Important • Inform via general communications (emails, newsletters, etc.) • Aim to move to the right		Show consideration • Make use of interest through involvement in low risk areas • Keep informed • Consult on interest area • Use as a supporter / positive influencer

Interest →

Management

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Setting Expectations

Tools

Feedback

https://joind.in/talk/view/13828
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Don't Forget the Sprint!

Sprint Sunday 09:00-17:00
UIC Student Center East Tower, Room 605
http://2015.midcamp.org/schedule
Learn through contribution
Contributors of all skill sets and levels are
welcome and encouraged.

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