

BUS 362

Assignment 02 - Project Management

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# Requirements Gathering

# Purpose

- Gather information that will be important towards starting or continuing a project
- Helps avoid scope creep
- Minimizes profit loss later on

# Documents

- Something you read
- Could be physical or digital

# Processes

- Will be elaborated on in later lectures
- Currently, just talk about individual tasks, or categories of tasks
- What do you want to know how to do?

# Interview

- Use open-ended questions
- Goal is to find depth and a wide range of answers

## Example Questions

- Why did you choose this company?
- What makes you think you'll be a good fit at SFU?
- What types of challenges are you experiencing with your internet provider?
- If you had to purchase a new pillow, what qualities would you find most important?

# Questionnaire

- Avoid open-ended questions
- Context of questionnaire: emails, people passing by - little time/attention
- Ideally multiple choice/scale/short answer

## Example Questions

- Rate your current internet provider from 1-10, with 10 being the best
- What brand is your current mattress?
- Who is your favourite professor?
  1. Nilesch Saraf
  2. Drew Parker
  3. Barack Obama

# JAD Sessions

- Typically a multiple day event with sessions lasting the whole day
- Purpose is to iron out technical details by connecting the project team with users
- Tempers expectations and forces users to ask for things that are possible
- Ensures that requirements are made specific
- Requires the presence of someone who will either be working on the development of the project or someone who has the skill set required to build the project

# GANTT Charts

# Description

- Visual interpretation of the length of each task and the order in which they will be completed
- Can be easily done by hand
- Important in BUS 361

# Purpose

- Used to help plan out projects
- Can identify the most important and most time sensitive activities (critical path)

# Textbook Pages

## Requirements

- 5th Edition: pages 101-139 (chapter 3), particularly 111-128
- 6th Edition: pages 82-116 (chapter 3), particularly 90-107

## Gantt Charts

- 5th Edition: pages 62-68, 80-85
- 6th Edition: pages 50-57, 65-69

Example

# Assumptions

- We're building a dovecote/pigeon coop
- Construction begins tomorrow
- Work every day of the week
- Thursdays off

# Data

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Activity	Activity Name	Predecessor	Days
1	Review other pigeon coop plans		2
2	Decide size and material requirements		3
3	Put together your coop plans	1, 2	4
4	Get city approval for your coop	3	7
5	Purchase coop materials	3	1
6	Purchase bedding materials	3	1
7	Purchase pigeon food		1
8	Cut materials to size	4, 5	2
9	Assemble materials into coop	8	1
10	Populate coop with food and bedding	9	2hr
11	Introduce pigeons to their coop	10	1

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# Assignment

# Assumptions

- Project starts on September 22nd
- Project must be finished by December 24th
- No work on Thanksgiving or Remembrance Day
- Typical Monday - Friday workload

# Questions

1. Create a System Request for Cold Storage (1 page)
2. Identify a System Development Methodology for Cold Storage. Explain the reasons behind your choice (0.5 pages)
3. Identify a requirements elicitation plan for Cold Storage that includes one or more techniques. Your answer should include the choice of the elicitation techniques, the sequence in which you will execute them), and your reasoning behind these choices (0.5 pages)
4. Develop a work plan for Cold Storage for upgrading/replacing the POS system using MS Project