

Week 3 Individual Assignment

[Student Name]

[Course]

Topic: Explain what a methodology is? What is a business case? Explain the role of the stakeholder in the IT project? What is the scope statement? What does out of scope mean? How can you keep the project within the agreed upon scope?

Discussion

“A process is a series of actions directed toward a particular result. Project management process groups progress from initiating activities to planning activities, executing activities, monitoring and controlling activities, and closing activities” (Schwalbe, 2016, p. 81). If a project goes too far off from the planned course of action it may have to go all the way back to the initiating process to be restarted. A common assumption is that the 5 processes’ start and end at a specific point in time during the project life cycle. When in fact, each process can actually exist throughout the whole life cycle.

Methodology

In project management, methodology is a system of broad principles from which specific procedures or methods are developed to solve different problems within the scope of a project. The main purpose of methodologies is to be able to standardize, structure, and organize methods. They lead projects in the right direction while continuously allowing improvement throughout the process.

Common methodologies. Common project management methodologies include waterfall, agile, adaptive, scrum, six sigma, lean six sigma, and kanban. “Choosing the right project management methodology is critical to your team’s ability to successfully deliver projects on time and on budget” (Smartsheet, 2019). Each methodology has its own unique strategy that aims to help manage issues that may develop during a project’s delivery.

Advantages and disadvantages. There are several advantages and disadvantages of using project management methods. The advantages that an organization can get from using

methodologies includes; improved efficiency, enhanced growth, customer satisfaction, increased transparency, and effective and extensive documentation of project progress. Disadvantages of project management methodologies is that they are costly, time consuming, and complex.

Business Case

A business case is a way to prove to key stakeholders that the project is a sound investment. It's a well-thought-out written document that justifies the projects expenditure by identifying the business benefits the project can have. It usually includes details of how the project aligns with strategic goals in the organization. A business case helps the project manager have a clear direction for the implementation of the project.

Development. A business case is developed during the early stages of a project since it outlines the who, what, how and why it's worthwhile continuing a project. The project manager is responsible for creating the business case, but all team members should contribute to its development. It should only contain enough information to help make the decision to pursue the project or not. Once created, the business case should be reviewed by the PMO (Project Management Office) Director and CEO.

Advantages and disadvantages. "The pros and cons of a business plan show that it may be an essential component of good business, but a comprehensive plan may not be necessary in all circumstances" (Gaille, 2017). The advantages of creating a business case are maintaining the scope, controlling risks that may affect the progress of the project, and managing finances of the project. The disadvantages of creating a business case is it's time consuming and can require a lot of overhead when making one.

Stakeholders

Stakeholders are people that are directly working on the project. Key stakeholders are people and organizations that can be affected by the project. Stakeholders have a significant impact on the success or failure of a project. Identifying them, understanding their contribution and meeting their expectations is essential for the success of a project.

Roles and responsibilities. In an IT project, stakeholders help manage any disruptions or infringements that may affect the success of the project. They can provide knowledge and computer expertise in the project. Their responsibilities include having rights to legal decision making, controlling the schedule, and managing financial issues. They also can have the responsibility of educating the business and set goals for the project.

Involvement. Stakeholders involvement is determined by first identifying who they are, prioritizing them, then selecting the key stakeholders. It's important to involve all key stakeholders when gathering and documenting requirements to avoid missing major deliverables of the project. The more regularly involved stakeholders are from the start, the more likely there will be a positive project completion.

Scope Statement

A scope statement is made by the project manager. It's a tool used to describe the main deliverables of a project such as key milestones, assumptions, constraints, and high-level requirements. "A project scope is vital to planning a successful operation (Mulholland, 2018). It's an agreement between the project manager, key stakeholders, and team members that incorporates common goals to achieve. If something is out of scope, it means it wasn't factored

in during the project's planning process. A project scope helps the project manager identify limitations and restrictions within a project.

Boundaries. A clearly constructed project scope can help keep the project within the agreed upon scope. It helps provide a better understanding of everyone's involvement. Additionally, project managers should make assumptions in project management because they play a vital role in developing a risk management plan. It's important to collect and identify as many assumptions as possible since it will help develop a comprehensive risk management plan.

References

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