

PRM 524 – Applied Project Management Case

Assignment 1

Using what you learned in *Webinar 1 – Getting Started with MS Project*, create a new MS Project file (blank file) and name it with your last name and ASMT1 (example: WilsonASMT1) as the file name. Use the **Gantt Chart** view and enter the tasks, durations, and dependencies from the basic WBS below. For the dates, use the start date of Monday of Module 3. Be sure that each task is **auto-scheduled** and be certain to include the non-workday “**Company Picnic**” that will occur on **Thursday of Module 3**.

Genesis System Upgrade Project WBS

1. Evaluation & Recommendations (5 Days)
2. Develop Project Charter (10 Days) (Link to 1)
3. Sponsor Review/Approval (2 Days) (Link to 2)
4. Create Preliminary Scope Statement (5 Days) (Link to 3)
5. Determine Project Team (5 Days) (Link to 3)
6. Project Team Kickoff Meeting (1 Day) (Link to 5)
7. Develop Project Plan (10 Days) (Link to 6)
8. Verify & Validate User Requirements (14 Days) (Link to 7)
9. Design System (14 Days) (Link to 8)
10. Procure Hardware/Software (14 Days) (Link to 9)
11. Install Preliminary System (2 Days) (Link to 10)
12. Test Preliminary System (5 Days) (Link to 11)
13. Install Live System (5 Days) (Link to 12)
14. User Training (2 Days) (Link to 13)
15. Audit Procurement (5 Days) (Link to 14)
16. Document Lessons Learned (2 Days) (Link to 15)
17. Update Files/Records (2 Days) (Link to 15)
18. Gain Formal Acceptance (5 Days) (Link to 14)
19. Archive Files/Documents (1 Day) (Link to 17)
20. Closeout Meeting (1 day) (Link to 19)
