1 Communication and project culture

1.1 Example out of practice

You get following release note:

Release 14/02/2008 V.0.9.6
– Add function can choose to show digital clock or analog clock or both – change size of flag to smaller – set dir for choose image to flag folder when add new clock

What are your suggestions for improving the release notes?

1.2 What is the project culture in MIKE lab?

2 Basic terms

2.1   What is a project?

2.2   What are the stages in a project?

2.3   What are success factors in a project?

3   Your thesis as a project – Strategy

3.1   Understanding the subject – What is the situation?

3.2   What is the problem, what are possible solutions?

3.3   What are your goals? Sub goals? Non goals?

3.4   Do an environment analysis (e. g. with RACI Matrix or mind map)

3.5   Do a risk analysis!

3.6   Develop a proposal for a project contract!

4 Planning

4.1 Which are the main plans which should be developed?

4.2 Why and for what do I need a work breakdown structure (WBS)?

4.3 Which advantage offers a WBS? What are the limits of a WBS?

4.4   Project organizations

Why do we need a project organization?
List and discuss advantages and disadvantages of different project organizations

5   Your thesis as a project – Planning

Use OpenProj to develop your WBS! You can download it from
http://www.openproj.org

5.1   Collect and structure your tasks in a WBS!

5.2   Define milestones, create a milestone plan, and create a time schedule!

5.3   Describe, how you could ensure the quality of your work!