

Florina Dobre 2112018

by Florina Dobre

Submission date: 28-Jun-2023 08:15PM (UTC+0100)

Submission ID: 209586820

File name: 33278_Florina_Dobre_Florina_Dobre_2112018_504307_1664800869.docx (213.08K)

Word count: 3147

Character count: 19337

Student name: Florina Dobre

Student ID number: 2112018

Lecturer name: Essa Bah

Programme: BA in Business Management

Project Management

Table of Contents

ABSTRACT	3
BACKGROUND OF THE PROJECT SELECTED:	4
MOTIVATION:.....	4
AIMS AND VISSION OF THE PROJECT:	5
REASONS FOR CHOOSING A PARTICULAT TYPE OF WBS:.....	5
ALL THE RELEVANT ELEMENTS THAT SHOULD BE INCLUDED IN THE WBS:.....	6
RESPONSIBILITY FOR ACCEPTING DELIVERABLES:	7
CRITICAL DEPENDENCIES AND RISKS:.....	7
PROJECT SCOPE STATEMENT.....	7
PRODUCT ACCEPTANCE CRITERIA:	7
PROJECT DELIVERABLES:	7
PROJECT EXCLUSIONS:	8
V. PROJECT CONSTRAINTS:	8
VI. PROJECT ASSUMPTIONS:	8
WORK BREAKDOWN STRUCTURE (WBS).....	9
A. SUBDIVIDING THE PROJECT STEPS INTO SMALLER DELIVERABLES:	9
HOW THEY ADDRESS SPECIFIC ISSUES AROUND MAKING A PROJECT A SUCCESS:	10
QUALITY MANAGEMENT	12
RISK MANAGEMENT.....	13
BIBLIOGRAPHY	15

Abstract

This project plan details project success techniques. It encompasses roles, duties, scope, work breakdown structure, scheduling, cost estimate, quality, and risk management. The strategy stresses project-wide communication, cooperation, and stakeholder participation. It emphasizes excellent scope, schedule, cost, quality, and risk management methods. These tactics help the project team achieve high-quality products within range, price, and deadline while minimizing risks. This detailed project strategy ensures project success.

Background of the project selected:

The GreenBox project is an eco-friendly venture that promises to supply high-quality, sustainable items to clients via a hassle-free monthly subscription service. The project offers eco-conscious families a comfortable and sustainable living. Considering potential setbacks and uncertainties, this project plan defines the strategy and method to finish the GreenBox project effectively(Cosby et.al 2019).The project plan integrates project management concepts and techniques to guarantee successful execution and control throughout the project's lifetime. A detailed work breakdown structure (WBS) incorporated within the Project Integration Management (PIM) framework defines the project scope, deliverables, limitations, and assumptions. The project plan must identify essential roles and responsibilities. It describes the functions of the project manager, project team, stakeholders, and other relevant players. Stakeholders assist, guide, and approve the project manager's planning, execution, and closing(Kabeyi,2019).

The project plan emphasizes risk assessment and management. It analyzes risks and uncertainties that might affect project success and proposes solutions. Risk identification, quantification, and reaction planning are included(Azman et.al 2020). The project plan stresses using proper project planning tools and technologies for successful project management. Asana, a popular project management program, manages GreenBox's tasks, communication, and progress. The project plan emphasizes scheduling, money, quality, and communication. Gantt charts are used to monitor and manage these project components. This project plan intends to help GreenBox provide its eco-friendly goods to clients while satisfying project limits and objectives (Haugan, 2001).

Motivation:

The GreenBox Project, a sustainability initiative promoting the use of solar panels, was selected due to its potential impact on environmental conservation and its alignment with contemporary concerns around climate change. This project offers a practical opportunity to explore comprehensive project management principles and contributes to my personal commitment towards environmental sustainability(Zeni et.al 2020).

Aims and Vission of the project:

The primary goal of the GreenBox project is to make people to further adopt renewable energy sources within the target community, with a specific focus on solar power. It seeks to achieve this

by installing solar panels in residential and commercial buildings to reduce dependence on non-renewable energy sources. Therefore, the vision is to create a medium conscious community, where sustainable energy initiatives are the norm rather than the exceptions and therefore by showing how reliable it is this project about promoting communities to follow suit, thereby contributing to global efforts to combat climate change and energy shortages.

The GreenBox Project's broader vision is to serve as a model for similar sustainability initiatives around the world, inspiring a global shift towards renewable energy sources and sustainable living (Haugan, 2001).

The GreenBox project aims to develop and launch an eco-friendly subscription service that delivers customers sustainable and reusable household products. The project will accomplish the following objectives:

- Create eco-friendly cookware, cleaning supplies, and personal care goods.
- Establish a subscription-based approach to reduce single-use plastic waste and promote sustainable living by delivering these items regularly.
- • Allow consumers to control their subscriptions, personalize their product choices, and offer comments online.
- Create a sustainable supply chain to source and deliver items.
- Promote the GreenBox membership service using marketing and advertising.

Reasons for choosing a particular type of WBS:

For the GreenBox Project, a deliverable-oriented Work Breakdown Structure (WBS) was chosen. This type of WBS was selected because of its efficiency in terms of the simple identification and management, that has made it very simple to better view and track project progress (Haugan, 2001).

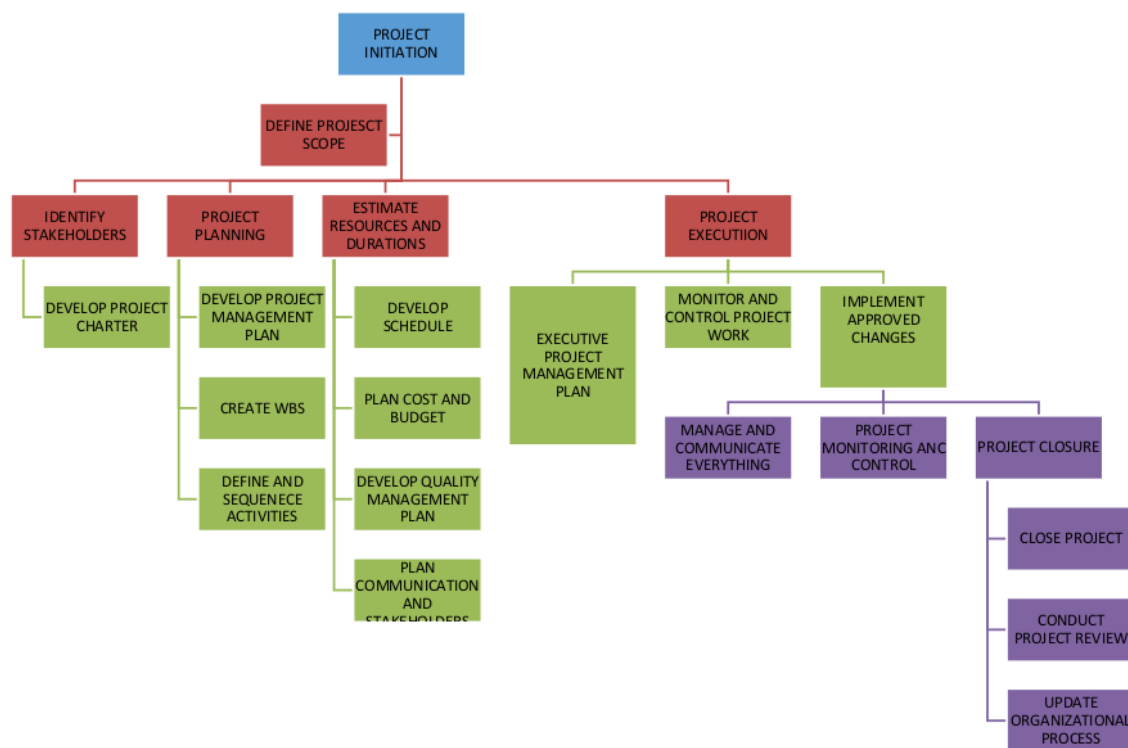
In a deliverable-oriented WBS, the project is divided into tangible deliverables or outputs, instead of promoting on individual actions or tasks (Mattson, 2022). The primary reason for this is all about the easy and clarity use in terms of each level of the WBS represents growing detailed descriptions of the project deliverables, which aids in having clear communication, collaboration and enabling expectations with stakeholders. Additionally, another motive using this is to better support the resource means and project cost estimation and thus by concentrating on

deliverables, it has started to be easy to deliver and manage means effectively and estimate the cost for each deliverable, resulting to more accurate budgeting and even to be able to make better the control of the specific project (Haugan, 2001).

Lastly, a deliverable-oriented WBS is beneficial in risk identification and management. Each deliverable can be analyzed for potential risks, enabling proactive risk management and increasing the likelihood of project success (Haugan, 2001).

All the relevant elements that should be included in the WBS:

Project managers, manage scope. Define, document, and regulate project scope. The project manager works with stakeholders to understand their needs and ensures the project team understands its content. They monitor scope changes, analyze their influence on project goals, and make educated scope modifications.



Responsibility for Accepting Deliverables:

Stakeholders—especially the project sponsor or customer—accept project deliverables. They verify that the job fulfills specifications, quality standards, and expectations. The project manager

and team work with stakeholders to ensure deliverables meet requirements. Stakeholders approve or reject deliverables(Accenture,nd).

Critical Dependencies and Risks:

GreenBox success depends on identifying significant relationships and dangers. Project dependencies affect task sequencing and interdependence. Before producing items or starting the subscription service, the GreenBox initiative may need sustainable packaging materials or logistical partners. Risks may harm project goals. The GreenBox project may face supply chain delays, market demand variations, governmental changes impacting eco-friendly items, or unexpected technological obstacles in product development (Mattsson, 2022). Identify, analyze, prioritize, and build risk response strategies to reduce these risks. Understanding essential dependencies and risks allows the project manager and team to plan and allocate resources, manage uncertainty, and mitigate unexpected setbacks. Monitoring dependencies and hazards throughout the project lifecycle is essential for project development and GreenBox's success (Haugan, 2001)/

Project Scope Statement

Product Acceptance Criteria:

For the project to be accepted as complete, the following requirements must be met:

- All designed products meet the specified sustainability criteria and quality standards.
- The fully functional online platform allows customers to easily manage their subscriptions, make product selections, and provide feedback.
- The supply chain system is operational, ensuring timely and efficient sourcing, packaging, and delivery of products.(Zeni et.al 2020).
- Marketing and promotional campaigns are launched and effectively communicate the benefits of the GreenBox subscription service.
- Customer feedback and satisfaction are positive, indicating a successful service implementation.

Project Deliverables:

The project will result in the following deliverables:

- Created eco-friendly cookware, cleaning supplies, and personal care products.

- Subscription, customization, and feedback platform.
- Our supply network sources, packages, and delivers items.
- We ran digital and print advertising campaigns (Deloitte, 2022).
- Customer feedback reports and satisfaction surveys.

Project Exclusions:

The following work is not included in the project scope:

- Manufacturing processes for the reusable products (as they will be outsourced to a certified manufacturing partner).
- Physical infrastructure development, such as warehouses or distribution centers.
- Long-term online platform maintenance and support (a separate support team will be responsible for this). (Zeni et al 2020).
- Changes to the product lineup after the launch will be considered in future iterations.

v. Project Constraints:

The GreenBox project is subject to the following resource limits:

Time: The project must be completed within 12 months to meet market demand and launch by the target date.

Money: The project budget is pounds 1 million, including product development, marketing, supply chain setup, and operational expenses.

Human resources: The project team comprises 20 members, including designers, developers, marketers, and logistics specialists.

Equipment: The project team can access standard office equipment, computer systems, and design software.

8 vi. Project Assumptions:

The project team and stakeholders are working under the following assumptions:

- There **will** be no significant regulatory obstacles or legal barriers that could significantly impact the project's implementation.

- Market demand for eco-friendly household products and subscription services will remain consistent throughout the project(Wiser et.al 2021).
- The availability and cost of sustainable materials for product manufacturing will not pose significant challenges.
- The project team members possess the skills and expertise to deliver the project successfully.
- Stakeholders will actively participate and provide timely feedback during project planning and execution (Haugan, 2001).

The scope statement clarifies the GreenBox project's goals and bounds by specifying its deliverables, acceptance criteria, exclusions, restrictions, and assumptions. This document aligns and manages project activities for the project team, stakeholders, and others.

Work Breakdown Structure (WBS)

a. Subdividing the Project Steps into Smaller Deliverables:

Project Initiation Phase:

- Conduct market research and analysis
- Define project objectives and scope
- Identify key stakeholders and their roles
- Develop project charter

Product Design and Development Phase:

- Conduct user research and identify product requirements
- Create design concepts and prototypes
- Test and iterate product designs based on user feedback
- Finalize product specifications and prepare for manufacturing

Online Platform Development Phase:

- Develop wireframes and user interface design for the online platform
- Build the front-end and back-end functionalities of the platform

- c. Integrate payment gateway and subscription management system
- d. Test and debug the platform for usability and performance (Haugan, 2001)

Supply Chain Setup Phase:

- a. Identify and onboard sustainable material suppliers
- b. Establish partnerships with certified manufacturers
- c. Develop packaging and shipping processes for efficient product delivery
- d. Set up an inventory management system for tracking and replenishing stock

Marketing and Promotions Phase:

- a. Develop a comprehensive marketing strategy and campaign
- b. Create digital and traditional advertising materials
- c. Execute social media and influencer marketing initiatives
- d. Measure campaign performance and make necessary adjustments

Project Evaluation and Closure Phase:

- a. Conduct customer satisfaction surveys and collect feedback
- b. Analyze project performance against objectives and key metrics
- c. Document lessons learned and best practices for future projects
- d. Prepare project closure report and hand over any ongoing responsibilities (Haugan, 2001).

How they address specific issues around making a project a success:

- a. Systematic and collaborative planning will be used to create the project timeline. The work breakdown structure and estimated effort for each job will be used to identify all project activities and dependencies (Cerezo-Narváez et al., 2020). The team will then sequence the activities, considering resource availability and technological requirements. After sequencing, the team will estimate activity time using resources, skill levels, and previous data. The team will depict the schedule using a network diagram or project management software after estimating activity durations. Stakeholders will verify and change the timetable (Haugan, 2001).

b. The team will track progress and detect timetable deviations by monitoring the project schedule (Zeni et al., 2020, 9). Status meetings, project management software, and other tools may help. The team will evaluate deviations from the timetable. The team will determine how schedule delays or modifications affect other tasks and the project timeframe. They will next decide whether to reorder tasks, change resource allocations, or revise the project plan. Change management will assess and approve schedule adjustments(Cosby et.al 2019).

c. The project schedule will contain all project activities, their start and completion dates, and any dependencies or limitations. It will assess progress against it. Schedule controls will monitor and manage project schedules. This may entail scheduling project management software, progress reports, and schedule reviews. The team will set milestones and deliverables to keep the project on track (Haugan, 2001).

d. The team will use proven project scheduling models, methods, and strategies. Analyzing dependencies and calculating critical routes may use CPM or PERT. Resource leveling and crashing may improve resource allocation and manage project restrictions. Project management software with scheduling skills will help create, monitor, and update the project schedule (Kabeyi, 2019, 63). The team will use their expertise to choose and use the optimum scheduling models, methods, and approaches for the project.

To estimate and manage costs accurately and efficiently, the project team will use numerous methods, models, and procedures. Bottom-up estimating, estimates expenses at the task or work package level and rolls them up to evaluate the project cost. Based on project characteristics, parametric estimating estimates expenses using statistical approaches and historical data (Cosby et al., 2019, 160). Project expenditures may be tracked in real-time using cost-tracking software or spreadsheets. The team will evaluate cost estimates against industry standards. Cost reporting and communication will inform stakeholders about the project's finances and hazards.

The Work Breakdown Structure (WBS) addresses numerous major project success factors.

Scope Management: Well-defined deliverables and phases assist manage project scope. They prevent scope creep and keep the project focused. This helps keep the project within time and budget.Task breakdown helps allocate resources (Haugan, 2001).Project managers can properly resource each phase by knowing what needs to be done at each stage.

Risk Mitigation: Early identification of essential dependencies and potential risks helps manage risk(Azman et.al 2020).Contingency plans help reduce risks by recognising what could go wrong

and its consequences. Task division simplifies project timeline management. It simplifies project tracking and schedule creation.

Quality Control: Detailed WBS helps quality control by outlining deliverable expectations (Kabeyi, 2019). The project team knows what to produce and the standards to meet.

Stakeholder Engagement: Detailed WBS engages stakeholders. It clarifies the project and their roles, boosting communication and teamwork.

Project Evaluation and Closure: A well-planned closure phase helps evaluate the project's progress, document lessons learned, and release or reassign resources. This helps sustain project results and plan future ventures. The thorough WBS allows a holistic approach to project management, covering all components, mitigating risks, and keeping the project on schedule (Haugan, 2001)

Quality Management

- a. a. The project team will employ effective methods to monitor and manage project quality at every level (Leygonie et al., 2022). The team will utilize the following methods to control quality.
 - In this phase, quality objectives, standards, measurements, and methodologies and tools are chosen.
 - Quality control will guarantee the project is completed as intended. Audits, evaluations, and inspections may be needed to find and correct non-compliance.
- b. The team will monitor project quality. To ensure quality, items are tested, checked, and validated. (Haugan, 2001)
- The team will use quality control tools, including control charts, Pareto charts, cause and effect diagrams, & statistical process control to study data, spot patterns, and settle on sound judgment on where to focus their efforts to enhance quality (Haugan, 2001).

Risk Management

- a. The first stages in sound risk management are recognizing and assessing the risks. The project team will methodically identify and evaluate potential risks throughout the project's lifespan (Abdel-Basset et al., 2019, p. 490). These methods will be put into play:

- To identify risks, the team will organize brainstorming meetings with relevant stakeholders. Together, you may develop a more thorough list of potential dangers using this collaborative method that promotes open communication.
- A risk register will record the various threats, how they could affect the project, and how likely they will materialize. This register will act as a hub for recording and monitoring project-wide hazards (Haugan, 2001).
- Analyzing the identified risks will help determine how likely they will occur and their effects. We will employ qualitative methods like probability-impact analysis and risk classification to rank the seriousness of potential dangers.
- An Examination of the Four Major Factors This method aids in analyzing a project's SWOT, strengths, weaknesses, opportunities, & threats. This broadens the team's understanding of possible dangers and helps them plan for countermeasures.
- Using a matrix, prioritizing risks according to their probability and possible effect is more accessible. It's a visual depiction of the hazards that helps the team prioritize the most pressing concerns (Haugan, 2001).
- The team will create backup plans and other mitigation techniques to deal with the risks that have been identified. Troubles may be avoided, transferred, reduced, or even accepted, depending on their nature and severity.

Bibliography

1. Abdel-Basset, M., Gunasekaran, M., Mohamed, M. and Chilamkurti, N., 2019. A framework for risk assessment, management, and evaluation: Economic tool for quantifying risks in the supply chain. *Future Generation Computer Systems*, 90(1), pp.489-502.
2. Azman, M.H.N., Mohamed, A. and Odzaly, E.E., 2020, March. A Theoretical Study on Project Delivery and Leadership Style. In *Proceedings of the 3rd International Conference on Networking, Information Systems & Security* (pp. 1-8).
3. Baul, S., Rana, M.R., Adan, S.K., Tafannum, N. and Alam, F., 2022. Analyzing Different Software Project Management Tools and Proposing A New Project Management Tool Using Process Re-engineering On Open-source and SAAS Platforms for A Developing Country Like Bangladesh. *International Journal of Advances in Electronics and Computer Science*, ISSN (p), pp.2394-2835.
4. Cosby, A.G., McDoom-Echebiri, M.M., James, W., Khandekar, H., Brown, W. and Hanna, H.L., 2019. Growth and persistence of place-based mortality in the United States: the rural mortality penalty. *American journal of public health*, 109(1), pp.155-162.
5. Cerezo-Narváez, A., Pastor-Fernández, A., Otero-Mateo, M. and Ballesteros-Pérez, P., 2020. Integration of cost and work breakdown structures in the management of construction projects. *Applied sciences*, 10(4), p.1386.
6. Kabeyi, M.J.B., 2019. Evolution of project management, monitoring and evaluation, with historical events and projects that have shaped the development of project management as a profession. *Int J Sci Res*, 8(12), pp.63-79.
7. Leygonie, R., Motamedi, A. and Iordanova, I., 2022. Development of quality improvement procedures and tools for facility management BIM. *Developments in the Built Environment*, 11, p.100075.
8. Mattsson, A., 2022. *Green Banking's role in the Swedish banking sector*. Perlego

9. ¹Wiser, R., Rand, J., Seel, J., Beiter, P., Baker, E., Lantz, E. and Gilman, P., 2021. Expert elicitation survey predicts 37% to 49% declines in wind energy costs by 2050. *Nature Energy*, 6(5), pp.555-565.
10. ²Zeni, L., Perri, C., Cennamo, N., Arcadio, F., D'Agostino, G., Salmona, M., Beeg, M. and Gobbi, M., 2020. A portable optical-fibre-based surface plasmon resonance biosensor for the detection of therapeutic antibodies in human serum. *Scientific reports*, 10(1), pp.1-9.
11. Willumsen, P., Oehmen, J., Stingl, V. and Geraldi, J., 2019. Value creation through project risk management. *International Journal of Project Management*, 37(5), pp.731-749.

ORIGINALITY REPORT

13%

SIMILARITY INDEX

11%

INTERNET SOURCES

3%

PUBLICATIONS

13%

STUDENT PAPERS

PRIMARY SOURCES

1

Submitted to University of Sunderland

Student Paper

4%

2

Submitted to University of Hertfordshire

Student Paper

3%

3

Submitted to Bournemouth University

Student Paper

2%

4

Submitted to University of Durham

Student Paper

1%

5

Submitted to Danford College

Student Paper

1%

6

Submitted to Staffordshire University

Student Paper

1%

7

Submitted to Southern New Hampshire
University - Continuing Education

Student Paper

1%

8

Submitted to Coventry University

Student Paper

<1%

9

Submitted to Qatar University

Student Paper

<1%

Exclude quotes Off

Exclude matches Off

Exclude bibliography Off