

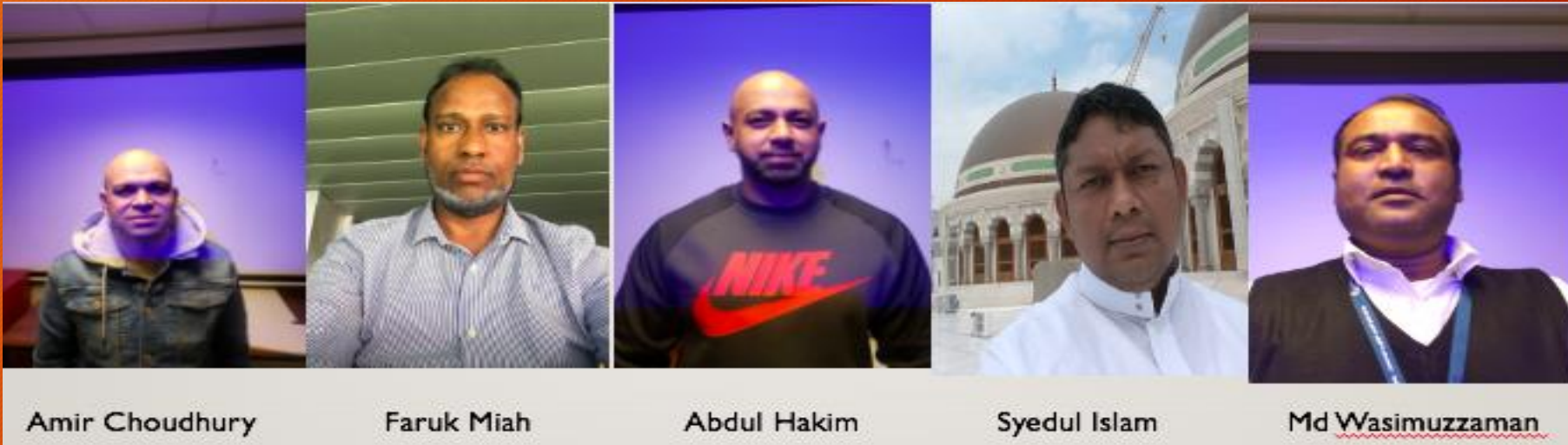
# ALPHA PROJECT MANAGING COMPANY



# Alpha Project Managing company

We would like to welcome everyone to our presentation.

We would like to thank everyone at vintners antiques for taking the time to listen to our project plan of moving your antique business from Shirley to Sparkhill. In the next ten minutes we will be explaining what phases and steps we are going to perform to move your existing business from Shirley to Sparkhill. There are five members in our team and we are very dedicated, energetic and professional at our job. Our office is based in Small Heath, we also have access to the latest technology and equipment in our office. As a team, we have been managing similar projects for the past 12 years together and were very successful at them. these are the five team members in our group.



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Moving your existing business from Shirley



To the warehouse in spark hill



We will go through every steps with yourself' on how we are going to manage this project.





Using Roberts 2012 methods, as a team we feel that you should organized yourself like this diagram. we think that doreen Vintner should take on a role as project sponsor taking all the decision. collaborating with us regarding any new decisions or updates on any existing decisions. We think that should suha be the commercial person who makes all of the suggestions about the business and its finances. Our company will be managing project on behalf of your team.It will be our responsibility to make sure that everyone stick to their role and organise the collaboration for every dicision made with the sponsor. We think that Omar should be the specialist person who should be in contact with us regarding any special requirement. We think that denis should take on the role of user and should argue on behalf of the people who are going to use the building to trade from

# Vintner antiques



Doreen vintner  
SPONSER



Denis vintner  
USER



Omar king  
SPECIALIST



Suha madani  
COMMERCIAL



As project managers we were brainstorming to see what things you would require at your new warehouse and to operate the business. to do this we used a technique called users stories. This technique is not used to find solutions but to define the nature of the problem a project needs solving. In our office we created many of these users stories, to create this users stories we imagined ourselves as you, as well as the roles you need to adapt yourselves into. users stories are short sentences we recorded on postedit notes. Then we prioritised them in order such as must have - want to have - nice to have. This technique is called the Mosco and this technique helps to keep the countdown of the post-it notes. The must have are very vital things that needs to be completed for the project to succeed, want to have are the things that would be a bonus to have but can do without, and the nice to have are the luxurious things that will be a comfort to have. We've created an electronic version of this on micro soft planner which we have emailed to you.

supermarkets ethical rating ima... x | World Vegan Day... Is your Favoi... x | Read: Effective Project Managere... x | Vintner Antiques \_GRP - Planner x +

tasks.office.com/uowtsd.onmicrosoft.com/en-GB/Home/Planner/#/plantaskboard?groupId=d7a73443-dae1-4c27-a9a4-efd28760c424&planId=ysGlgApHqEy64fQbmlDApYAGTLR

Apps UWTSD Moodle 20... (no subject) - moha... Inbox (24) - moham... Vintner Antiques \_G... Facebook

Planner

+ New plan  
○ Planner hub  
○ My tasks

Favorites  
Recent plans

VA Vintner Antiques \_GRP

Get the Planner app

VA Vintner Antiques \_GRP ☆  
Vintner Antiques \_GRP

Board Charts Schedule ...

Must have

- + Add task
- bins  
as an employee we require outside bins to operate our business .
- signs  
as an business operator I need a business sign for my business :
- roof  
as employees we need the roof repaired to look like a business
- furniture  
as an office worker a need furniture in the business premises to work from

Want to have

- + Add task
- parking bay  
as a driver i want to have a parking bay for my vehicle
- File cabinet  
as an office worker to all the files i need a file cabinet
- want to have a fork-lifter to load and unload
- want to have an assistance  
as an office worker it will be nice to have an assistant

Nice to have

- + Add task
- new car tyres  
as a driver i need new tyres for my vehicle to drive it.
- handy man  
as a handy worker i need a work-space to work from to repair the goods
- as a driver i need recovery service for my van
- as a driver i need uniform
- as an office worker it will be nice to have so beautiful pitchures in the

Add new bucket

13:55 12/02/2020





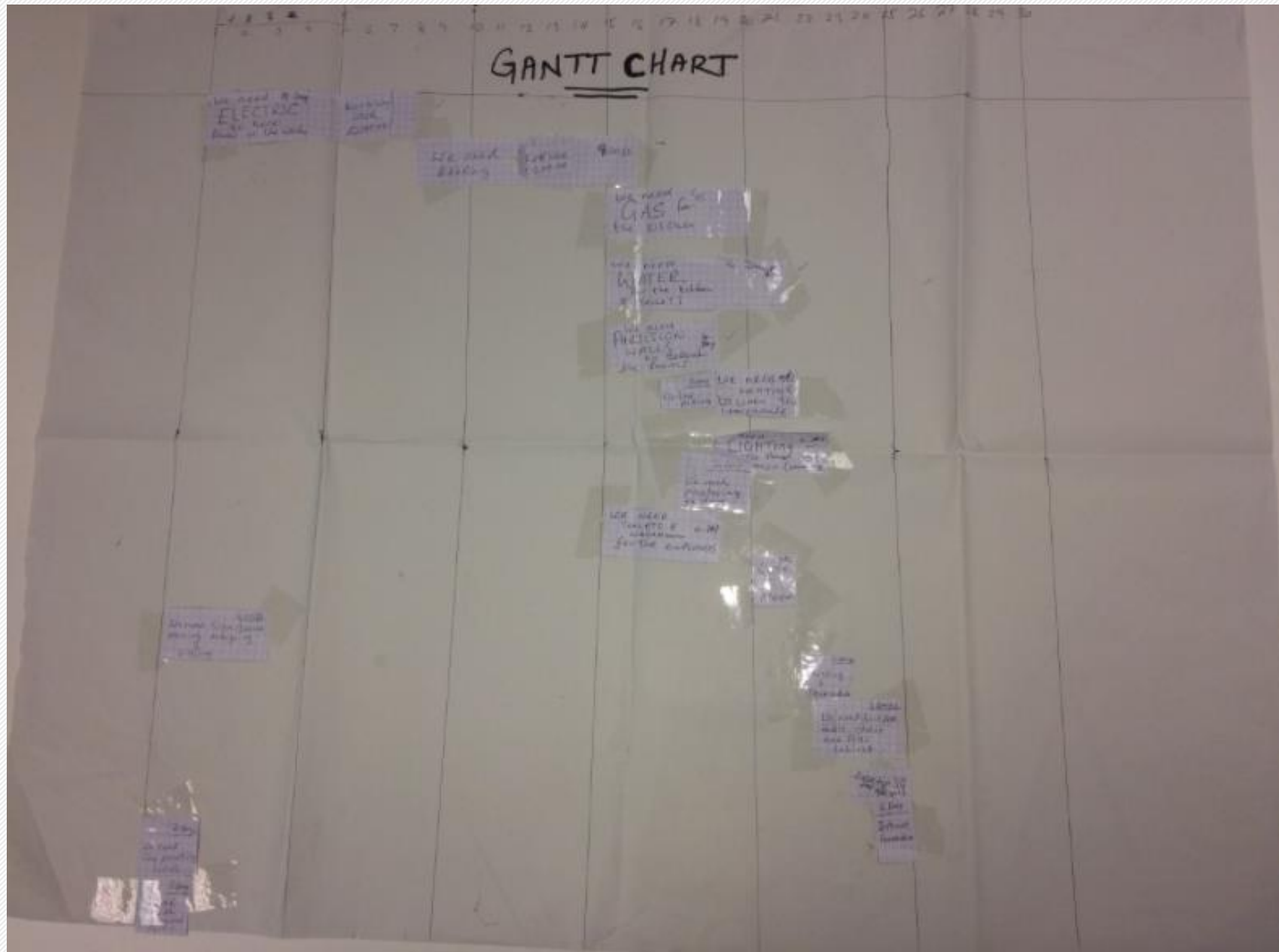
Once the stories were prioritised, then we through of a method trying to work out how long each stories will take to solve, to do this we used another technique of Roberts called product project technique, to get the best gases to how complexed each stories would be and the size of the stories to solve, this involved bargaining with many traders to get the best result, this is Roberts called it wisdom of the crowd.

| TASK                    | DAYS | TASK                  | DAYS |
|-------------------------|------|-----------------------|------|
| Electric                | 8    | Toilet/ Washroom      | 4    |
| Roofing                 | 8    | Outside parking lines | 2    |
| Signboard               | 4    | Commercial bins       | 3    |
| Painting/ Decorating    | 2    | CCTV/ Alarm           | 2    |
| Office materials        | 3    | Water                 | 6    |
| Computer desktop        | 1    | Gas                   | 5    |
| Internet connection     | 1    | Partition Walls       | 4    |
| Boiler/ Central heating | 4    | Lighting/ Wiring      | 4    |

| Product <u>Project Technique</u> |     |        |      |
|----------------------------------|-----|--------|------|
| <div>Complexed<br/>Size</div>    | Low | Medium | High |
| Small                            | 1   | 3      | 5    |
| Medium                           | 4   | 8      | 11   |
| Large                            | 7   | 12     | 19   |



The next slide on screen is of a Gantt Chart which we designed; Gantt Chart was invented by Henry Gantt in 1910. Gantt Chart is a good way of demonstrating how the project is going to progress, amongst our team we created a Gantt Chart with brown paper bags, later we created an electronic version which we will forward by Email to you to analyse. Gantt Chart is another way of working which task ( stories ) should be focused in what order for the task to be accomplished the overall project. Looking at the chart you can see on top of the chart there is a calendar and on the side of the chart are the tasks, each block presents the number of days it will take to complete the job and where it is poisoned indicates at what point of time we will be starting that task.



# Gantt chart



# TIME AND COST





| TASK                  | DAYS | LABOUR | MATERIAL | COST             |
|-----------------------|------|--------|----------|------------------|
| ELECTRIC              | 8    | £800   | £1200    | £2000            |
| ROOFING               | 8    | £800   | £400     | £1200            |
| WATER                 | 6    | £600   | £600     | £1200            |
| GAS                   | 5    | £500   | £400     | £900             |
| WALLS/ROOMS           | 4    | £400   | £400     | £800             |
| BOILER/HEATING        | 4    | £400   | £2000    | £2400            |
| LIGHTING/WIRING       | 4    | £400   | £500     | £900             |
| PLASTERING            | -    | -      | -        | -                |
| TOILET WASHROOM       | 4    | £400   | £400     | £800             |
| CCTV/ALARM            | 2    | £200   | £500     | £700             |
| SIGNBOARD             | 4    | £400   | £1600    | £2000            |
| PAINTING/DECORARATING | 2    | £200   | £200     | £400             |
| OFFICE MATERIALS      | 3    | £300   | £1200    | £1500            |
| COMPUTER DESK         | 1    | £100   | £600     | £700             |
| INTERNET CONNECTION   | 1    | £100   | £100     | £200             |
| OUTSIDE PARKING BAY   | 2    | £200   | £300     | £500             |
| COMMERCIAL BINS       | 3    | £300   | £100     | £400             |
| <b>GRAND TOTAL</b>    |      |        |          | <b>£16500.00</b> |

Clearly the cost and time schedules is an estimate, this is based on the stories that we have suggested and kept in scope. This can be altered in the future. Scope is word used to define the stories we aim to complete for the project.





- Thank you very much for listening to our project plan, we are happy to answer any question you may have.

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