



## Defining and Planning the Project



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# Defining and Planning the Project

## **Purpose:**

From Idea to Plan to Implementation

## **Why:**

The best ideas mean nothing without the real chance and ability to make them happen.

# Defining and Planning the Project

**Scope**

**Project Management Plan**

**Project Plan**

# Defining and Planning the Project

## Scope Management

Requirement Collection and Scope definition

Result: WBS

Allows client approval and Change Control

# Defining and Planning the Project

## Project Charter

WHAT will we do?  
WHY will we do it?

# Defining and Planning the Project

## **Project Charter**

Formal document that authorises the project.

States the work (outputs) and a justification (business case), the assumptions and constraints (internal and external project environment) that are used.

Establishes partnership between performing and requesting organisation(s).



# Defining and Planning the Project

## Project Management Plan

HOW will we do it?

# Defining and Planning the Project

## **Project Management Plan**

Comprehensive aggregation of all Sub-Plans (HR, Procurement, Quality, Scope, Change...).

Describes how the Project will be executed, monitored and controlled.

Establishes Scope, Cost and Schedule baselines.



# Defining and Planning the Project

## **Project Management Plan**

1. Directing and Managing Project Work
2. Monitor and Control Project Work
3. Change Management
4. Closure of Phase and Project

# Defining and Planning the Project

## Planning the Project

Definition phase transforms into design

All our ideas and plans culminate in a WBS and Project Plan

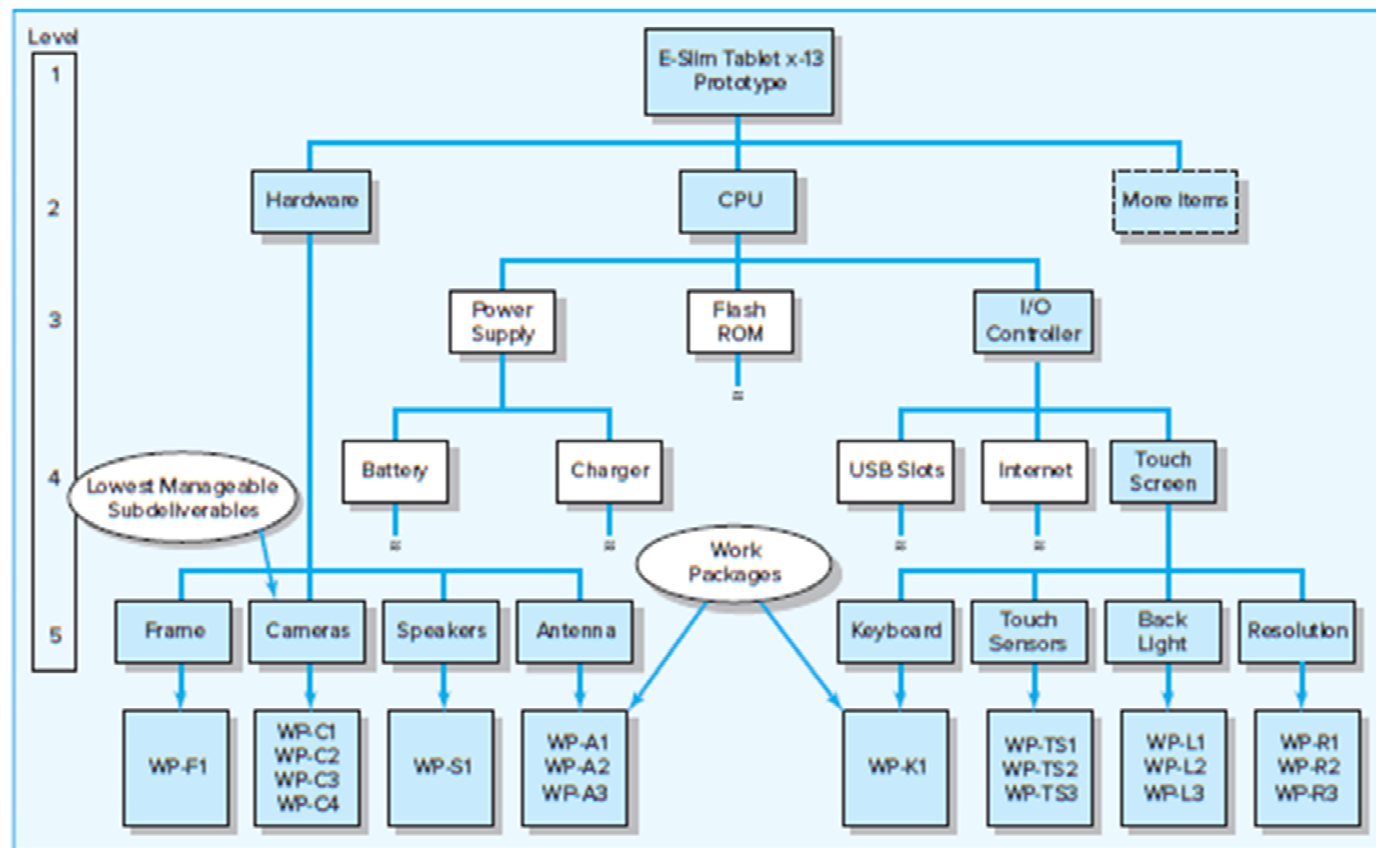
Sign off by customer

Create WBS (basis for estimates)

# Defining and Planning the Project

FIGURE 4.4 Work Breakdown Structure

Source: Larson, Gray (2017) p. 110



# Defining and Planning the Project

## **The Project Plan – From WBS to Project Network**

Comprehensive overview of all jobs to be completed from start (left) to finish (right).

Presented as Gantt Chart in AON format (*activity on node*)

Identifies “Critical Path“ and Project Duration

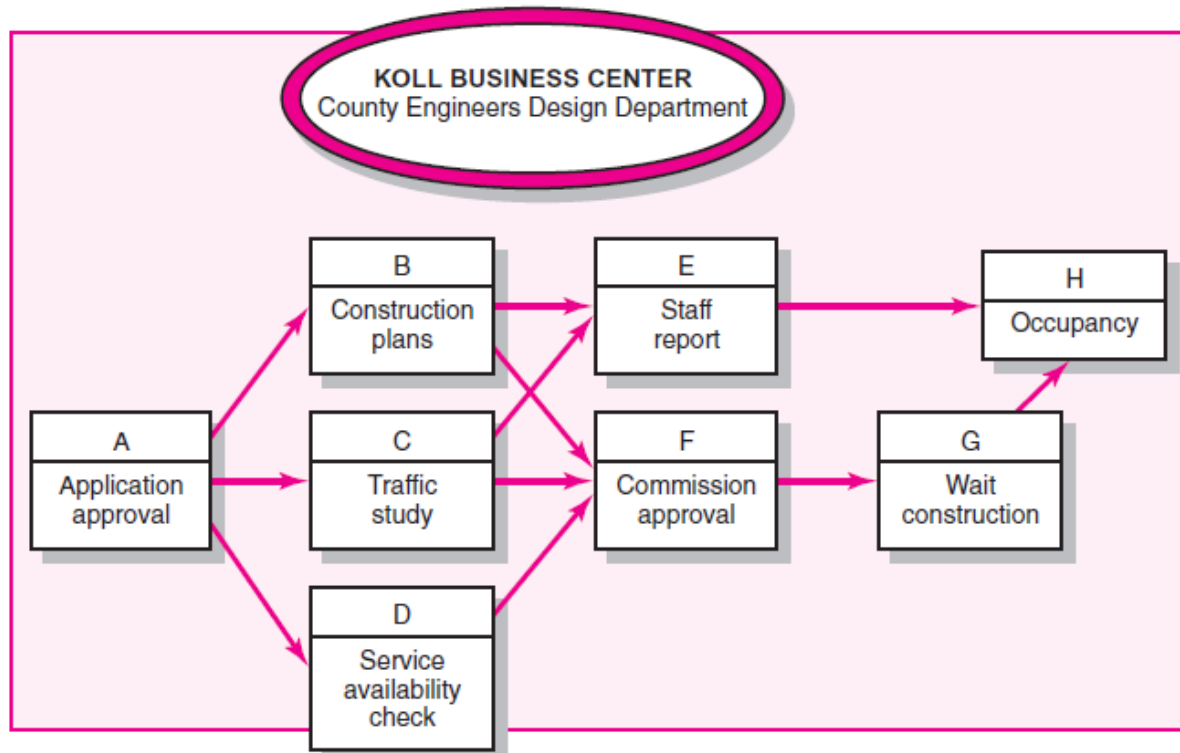
Rules: see Larson/Gray Chapter 6 – in practice the PM software does this automatically.



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## The AON Project Plan

Source: Larson/Gray 5th Ed.



# Defining and Planning the Project

- Consecutive flow of tasks
- Tasks can have sub-tasks
- Inherent logic of A – B – C ...

# Defining and Planning the Project

1. Draw Plan
2. Pour foundation
3. Build frame
4. Finish exteriors
5. Finish interiors
6. Move in

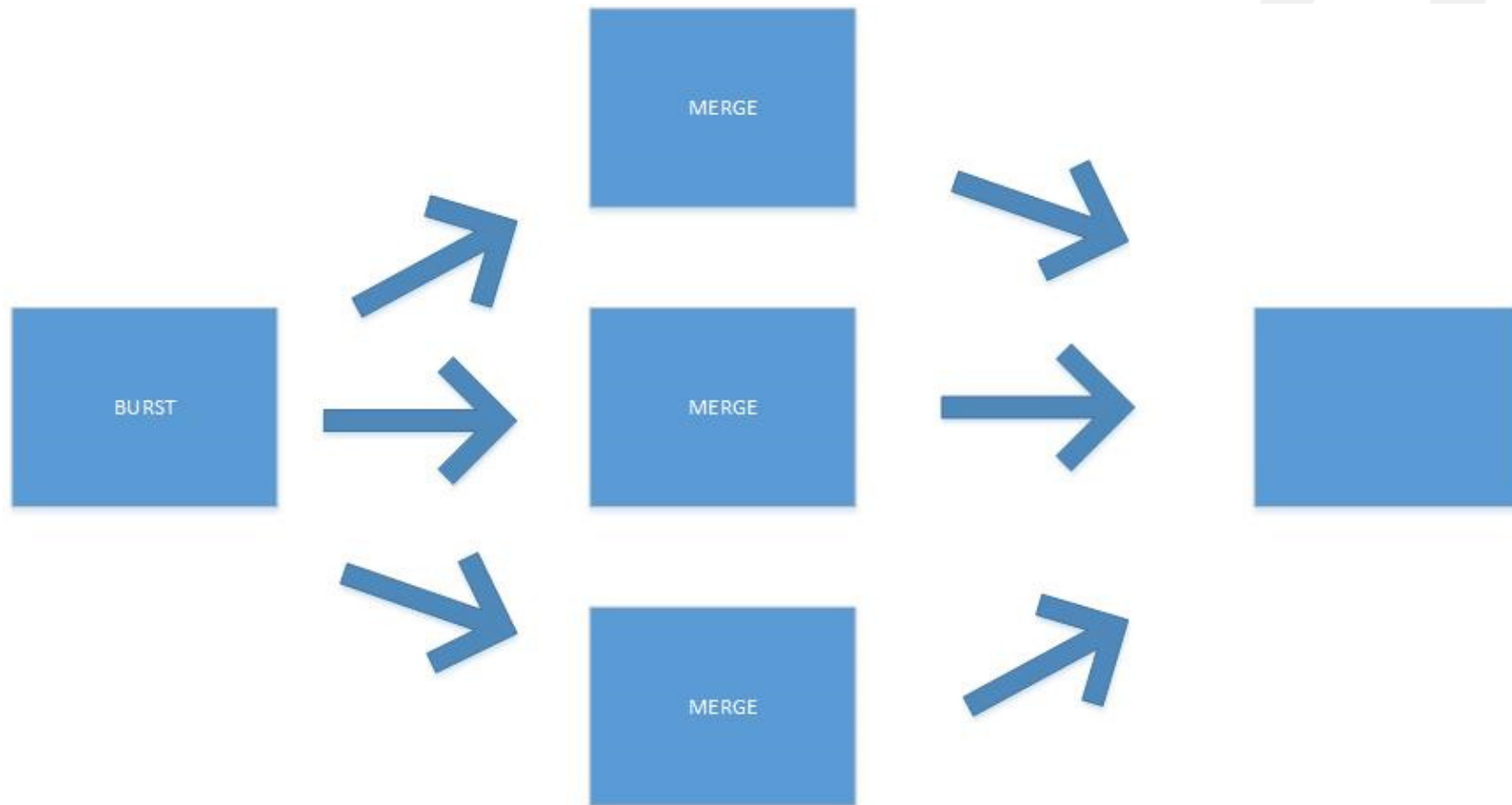
# Defining and Planning the Project

- 5. Finish interiors
  - A. Walls
  - B. Electrics
  - C. Water
  - D. Heating
  - E. Wallpapers and Tiles
  - F. ...

This is an example of a burst activity.



# Defining and Planning the Project



# Defining and Planning the Project

Forward pass to schedule Earliest Start/Finish

Backward pass to schedule Latest Start/Finish

Used to determine Slack (Flexibility)

# Sources

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# THANK YOU

