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|  | Project Planning and Control    **Summer School, 2013/14**  **Assignment 1 – Project proposal and planning** |
| **Department of Computing** | **Course weighting:** 60%  **Mark:** 100 |
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Instructions

This assignment can be done either individually or as a group (max 3 group members).

You are required to **plan and document** the Information Technology (IT) project outlined in this assignment.

The assignment you submit for marking must be a product of your own work except for the use of resources supplied with the course, discussions conducted by the lecturer during class time, and other assistance shown as acceptable in the section ***Assistance to Other Students****.* The lecturer may ask you for a further oral explanation.

Assignment Hand-in

A softcopy of your assignment must be submitted electronically to [www.turnitin.com](http://www.turnitin.com) prior to 8:30am on the due date. (Instructions will be available for submission to turnitin). You also need to upload your MS Project file to Moodle prior to 8:30am on the due date.

A hardcopy of your assignment must be handed in to your lecturer in the first class after the submission’s deadline.

***Late Submission of Assignments***

Assignments submitted after the due date and time without having received an extension through Special Assessment Circumstances (SAC) will be penalised according to the following:

* 10% of marks deducted if submitted within 24hrs of the deadline
* 20% of marks deducted if submitted after 24hrs and up to 48hrs of the deadline
* 30% of marks deducted if submitted after 48hrs and up to 72hrs of the deadline
* No grade will be awarded for an assignment that is submitted later than 72hrs after the deadline.

**Background**

You work for the IT department of a shipping company, New Zealand Australia Shipping Line (NZASL), as the development manager and report to the IT manager (your lecturer).

NZASL is a New Zealand based shipping company which operates between New Zealand (NZ) and Australia (AU). The company has branches in all major ports of NZ and AU. The company head office is located in Auckland.

In the recent senior management meeting the CEO of NZASL has accepted the IT manager’s recommendation to incorporate E-Business processes to their Shipping System. Consequently the IT manager has been asked to come up with the project proposal and detailed project plan with cost and benefit analysis for presentation to the board in order to seek approval.

The IT manager has put you in charge of this project.

**Deliverables**

1. Project documentation should include the following but not limited to:   
   1. Executive Summary/Introduction
   2. Project Proposal
   3. Project Goals, Objectives, and Measurable Organisational Values (MOV)
   4. Scope
   5. Risk Analysis
   6. Work Breakdown Structure (WBS)
   7. Schedule
   8. Resources Required (HW, SW, and HR)
   9. Budget and Cost Analysis
   10. Payback Period and Return on Investment (ROI) analysis
   11. You may use any report from MS-Project where you find it suitable
2. Microsoft Project File showing:  
   1. Project schedule
   2. Complete and detailed WBS
   3. Dependencies
   4. Required resources and allocation
   5. Costs

**The Case Scenario**

**Shipping System**

The current shipping system consists of several subsystems and over 110 online programs. For this project only those subsystems and selected programs which are suitable for being offered on the Internet to the customers have been selected. These subsystems and their current operational cost are illustrated in the following table.

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| --- | --- | --- | --- |
| **Subsystems** | **No. of Programs** | **Degree of Complexity\*** | **Cost NZ$** |
| Vessel & Voyage Inquiry | 4 | 1 | $15K |
| Freight Charges Inquiry | 2 | 1 | $35K |
| Cargo Booking | 6 | 2 | $20K |
| Freight Details and Documentation | 8 | 3 | $35K |
| Cargo Delivery and Pickup | 2 | 2 | $20K |
| Cargo Tracking | 3 | 3 | $15K |
| Freight Charges Calculation | 1 | 5 | $40K |
| Invoicing | 1 | 4 | $15K |

\* From 1 to 5, 1 being the lowest and 5 the highest. The skill and time allocated for developing the programs must be proportionate to their degree of complexity.

**Current Operational Environment**

Currently the NZASL systems are hosted on a mainframe system at a computer service bureau, Ferntree Total Computer Services (FTCS), and NZASL is charged for CPU and Storage usage and professional services. The cost in the above table reflects the current annual operational charges for each subsystem.

**New System Operational Environment**

The New system, which will be a web enabled system, will be hosted on a UNIX box purchased and owned by NZASL. The UNIX system will be setup at FCTS’ premises. This setup will provide a more reliable and faster link between the Web Server which will host the new set of applications and the NZASL’s existing Database which is hosted at the same premises. FCTS will charge NZASL NZ$80K per annum for maintenance and the operation of the UNIX environment. There will be a NZ$60K initial cost for setting up the operational environment by FCTS.

The new web environment should support at least 200 concurrent users.

**Assignment Scope**

Your project documentation must cover the Project Life Cycle (PLC) and System Development Life Cycle (SDLC).

**Information Gathering**

It is your responsibility to gather any necessary information, and to act on the information needed for the successful completion of this project.

You may make reasonable assumptions for tasks durations and costs based on the information you have gathered. You need to show your calculation and provide references.

Also, you may search the Internet for the cost estimate of any required hardware, software, and professional services.

**Timing Assumption for Project Schedule**

The start is the 1st of February 2013 and the project should finish within 6 months. You must take these into consideration for scheduling the project plan.

**Marking Schedule**

Project Documentation [50 Marks]

MS-Project File [50 Marks]

Do you want to do the best that you can do on this assignment and improve your grades?

You could:

• Talk it over with your lecturer

• Visit Te Tari Awhina or Maia for learning advice and support

• Visit the Centre for Pacific Development and Support

• Contact the USU Advocate for independent advice

• For contact details and more information, go to www.usu.co.nz