

MIT 520

Context and Conditions

Multi-Client Events Training was completed as partial fulfillment of MIT 520: Managing Instructional Development. The project was completed during the Fall 2006 semester under the guidance of Dr. Arnold Murdock. This project management plan was put together in order to manage the creation of online training curriculum for IBM software sales representatives to be able to successfully submit a multi-client event request.

Scope

The objective of the project was to make a plan which would allow for the development of online curriculum for IBM software sales representatives to learn to submit a multi-client event request. A series of analyses accomplished this task. Information was gathered through various means such as interviews and extant data, and then the project objectives were defined. Next, the project scope was developed which included budget, time, human resources, materials and other resources, and evaluation procedures. Project risk management was defined next, and a work breakdown structure was identified. Microsoft Project was used for managing the project's resources and timeline. This project was completed within one semester.

Role

I completed the project by myself and acted as the project manager on all fronts. I performed the information gathering tasks and conducted the analyses, and I managed the project's resources and timeline.

Reflection

MIT 520 was an excellent course for furthering my project management skills. As a result of this class, I could see how much more goes into project management than meets the eye. If I were to complete this project over again, I would likely spend more time on the information gathering process if possible. Having as much complete and reliable information as possible can certainly help better set up a project manager for success in the end.