



Elijah's Project Staffing Plan

ID	Resource Name	Details	Mar 29, '09							Apr 5, '09							A					
			W	T	F	S	S	M	T	W	T	F	S	S	M	T		W	T	F	S	
	Unassigned	Work																				
	Phase One Project Planning Complete	Work																				
	Phase Two Plan Content Complete	Work																				
	Phase Three Train Instructors Complete	Work																				
	Phase Four Evaluate Training Complete	Work																				
	Submit Completed Report to Owner and General M	Work																				
	Elijah's Project Complete	Work																				
1	<b>Project Manager</b>	Work																				
	Start Project	Work																				
	Phase One: Project Planning	Work																				
	Develop project plan	Work																				
	Delegate project tasks	Work																				
	Select training location	Work																				
	PhaseTwo: Plan Content	Work																				
	Part One	Work																				
	decide on content - topics, procedure	Work																				
	prepare objectives	Work																				
	Part Five - Evaluation of Products and Revision	Work																				
	Expert review 1st draft products	Work																				
	Phase Five - conduct summative evaluation	Work																				
2	<b>Graphics designer</b>	Work																				
	Phase One: Project Planning	Work																				
	Develop project plan	Work																				
	PhaseTwo: Plan Content	Work																				
	Part Two - design instructional strategies	Work																				
	design graphics/images	Work																				
	Part Three - develop materials	Work																				
	develop graphics	Work																				
	develop 1st draft products - beta	Work																				
	print materials	Work																				
3	<b>Instructional Designer</b>	Work																				
	Start Project	Work																				
	Phase One: Project Planning	Work																				
	Develop project plan	Work																				
	Distribute project plan	Work																				
	Select training location	Work																				
	Arrange training space	Work																				
	Arrange presentation equipment	Work																				
	Set date and time for training	Work																				
	PhaseTwo: Plan Content	Work																				
	Part One	Work																				
	decide on content - topics, procedure	Work																				
	Part Two - design instructional strategies	Work																				
	prepare objectives	Work																				
	design formative evaluation	Work																				
	Part Three - develop materials	Work																				
	develop job aids	Work																				
	develop managerial checklist	Work																				
	develop formative evaluation	Work																				
	Part Four - prepare training materials	Work																				
	Design Student Manual	Work																				
	Design Instructor Manual	Work																				
	develop 1st draft products - beta	Work																				
	Part Five - Evaluation of Products and Revision	Work																				

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ID	Resource Name	Details	Mar 29, '09							Apr 5, '09							A				
			W	T	F	S	S	M	T	W	T	F	S	S	M	T		W	T	F	S
		Expert review 1st draft products																			
		revise products																			
		Part Six - Prepare awareness activities																			
		design presentation and activities																			
		develop presentation and activities																			
		Part Seven - conduct formative evaluation-material																			
		one on one evaluation																			
		small group evaluation of materials																			
		Part Eight - Packaging and Distribution																			
		Package products																			
		distribute products																			
		Phase Three - train instructors																			
		Conduct training																			
		Complete training																			
		Phase Four - evaluate training																			
		Phase Five - conduct summative evaluation																			
		evaluate transfer of skills and knowledge																			
		evaluate impact on performance decrement																			
		write report																			
4	<b>Test developer</b>	Work																			
		Phase One: Project Planning																			
		Develop project plan																			
		Phase Two: Plan Content																			
		Part Two - design instructional strategies																			
		design formative evaluation																			
		design test items																			
		Part Three - develop materials																			
		develop test items																			
		develop formative evaluation																			
		develop 1st draft products - beta																			
		Part Seven - conduct formative evaluation-material																			
		one on one evaluation																			
		small group evaluation of materials																			
		revise materials																			
		Phase Four - evaluate training																			
		Prepare Evaluation materials																			
		Phase Five - conduct summative evaluation																			
5	<b>Writer/Editor</b>	Work																			
		Start Project																			
		Phase One: Project Planning																			
		Develop project plan																			
		Phase Two: Plan Content																			
		Part Two - design instructional strategies																			
		Part Three - develop materials																			
		develop job aids																			
		develop managerial checklist																			
		develop formative evaluation																			
		Part Four - prepare training materials																			
		Design Student Manual																			
		Design Instructor Manual																			
		develop 1st draft products - beta																			
		revise products																			
		Part Six - Prepare awareness activities																			
		design presentation and activities																			

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			W	T	F	S	S	M	T	W	T	F	S	S	M	T		W	T	F	S						
		<i>develop presentation and activities</i>																									
		<i>revise materials</i>																									
		<i>Prepare Evaluation materials</i>																									
		<i>write report</i>																									
6	  <b>SME</b>	Work																									
		<i>Start Project</i>																									
		<i>Phase One: Project Planning</i>																									
		<i>Develop project plan</i>																									
		<i>Select training location</i>																									
		<i>Arrange training space</i>																									
		<i>Set date and time for training</i>																									
		<i>PhaseTwo: Plan Content</i>																									
		<i>Part One</i>																									
		<i>decide on content - topics, procedure</i>																									
		<i>prepare objectives</i>																									
		<i>Part Five - Evaluation of Products and Revision</i>																									
		<i>Expert review 1st draft products</i>																									
		<i>Part Seven - conduct formative evaluation-material</i>																									
		<i>Phase Four - evaluate training</i>																									
		<i>Phase Five - conduct summative evaluation</i>																									
7	Printer	Work																									
		<i>print materials</i>																									
8	Presentation Equipment	Work																									

Elijah's Project Staffing Plan

Details	Apr 12, '09							Apr 19, '09							Apr 26, '09							May 3, '09					
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Elijah's Project Staffing Plan

Details	May 10, '09			May 17, '09						May 24, '09						May 31, '09											
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Work	4 hrs	4 hrs			4 hrs	4 hrs																					
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Work	24 hrs	24 hrs	24 hrs	24 hrs	24 hrs			24 hrs	24 hrs	24 hrs	24 hrs	19 hrs			2.5 hrs	16 hrs	24 hrs	24 hrs	16 hrs	12 hrs			16 hrs	16 hrs	16 hrs	16 hrs	16 hrs
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Work												5 hrs			3 hrs													
Work																				4 hrs								
Work	8 hrs	8 hrs	8 hrs	8 hrs	8 hrs			19 hrs	11 hrs	13 hrs	16 hrs	16 hrs			16 hrs	8 hrs	8 hrs		5 hrs				8 hrs	8 hrs	8 hrs	1 hr	8 h	
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Elijah's Project Staffing Plan

Details	Jun 28, '09								Jul 5, '09								Jul 12, '09								Jul 19, '09	
	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	
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