MIT 520: Project Management Plan

A proposed solution to
Blackboard Vista
implementation at UNCW
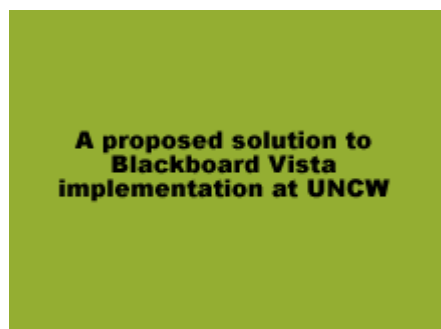
Project Management Plan

Gantt Chart

Context & Conditions

"A proposed solution to full Blackboard Vista implementation at UNCW," was a project management plan completed in the fall of 2006 in partial fulfillment of a course entitled: MIT 520: Managing Instructional Development. Under the guidance of Dr. Arnold Murdock this plan was developed to manage the transition from WebCT Campus Edition to Blackboard Vista on the UNC Wilmington campus.

Scope:

The project objective was to develop a plan that would convert the entire UNCW campus to Blackboard Vista learning management system from WebCT Campus Edition. This was accomplished through a series of analyses. Initially the project statement was defined and an information gathering stage was planned. The information was then analyzed and the actual performance was compared with the optimal performance. Next a project scope was defined which set the deliverables, budget, specifications, development team descriptions, as well as the formative and summative evaluation procedure. A risk analysis and work breakdown structure was also produced. Microsoft Project was used to help manage the resources and timeline for the project.

Role:

I completed the project by myself undertaking various roles. I worked as a project manager in defining

the project scope and budget using instructional systems design principles. I also worked as an assessment specialist in the information gathering and analysis stage.

Reflection:

This project gave me experience developing a management plan for a large university-wide project. I can see defining a scope, managing a budget, setting a project timeline, and writing project team descriptions will be very valuable skills in my future endeavors. If I had this project to do over again I would include a more comprehensive information gathering stage. Time is always a constraint but the more information you have up front the better your end product is going to be.

Domain of Management			
MIT Competencies	**Job Qualifications**	**Artifacts**	**Rationale**
Plan, create, monitor, and facilitate instructional design projects.	Translate a broad project scope into detailed work plan with tasks, accountabilities, dependencies, milestones and deadlines	MIT 520 -Project Management Plan	This p rojects required organization, interpersonal skills and the ability to facilitate the projects instructional design.
Organize the instructional project or service unit to operate effectively and efficiently.	Successfully manage an instructional design and development team Demonstrated ability to be a team player	MIT 520 -Project Management Plan	This project management plan is a good example of my ability to plan and organize a project.
	Successfully manage an instructional design and development team		This Gantt chart

Manage personnel and facilities.	Work effectively with multiple co-workers, faculty and other contacts	MIT 520 -Gantt Chart	demonstrates my ability to allocate resources and define a timeline.
Design instructional management systems.	Strong management and communications skills	MIT 520 -Project Management Plan	This project demonstrates my ability to manage and plan instructional design projects.