



### Project Management Plan

#### Gantt Chart

## MIT 520 Managing Instructional Development

(Domains/Competencies/Job Qualifications/Artifacts/Rationale)

### Context & Conditions

MIT 520 is one of core courses in this program. I took it during the Fall semester of 2007. Project management plan is required to be completed as a partial fulfillment of the course. Under the guidance of class instructor Dr. Murdock, I chose "a proposed training for faculty who using Vista in School of Nursing" as my course project through contact with the technology-enhanced learning group. According the group, it is very necessary to delivery training for vista to faculty members in School of Nursing where online course offerings are growing fastest across the campus. The management plan was developed for the use of the technology-enhanced learning group. In the course project, the students are required to demonstrate knowledge and skills related to scope management, and risk management for instructional projects as well as scheduling instructional project activities.

### Scope:

The project management plan involves managing scope and risk as a whole, and scheduling the instructional project development process. In scope management, problem, deliverables, estimated cost and constraints, alternative solutions analysis, and development team composition are described. Risk management includes possible risks for the project and strategies for responding to these risks. And then, work breakdown structure for the project development was produced. Lastly, the software, Microsoft Project 2003, was applied to convert the work breakdown structure into Gantt Chart which presents clearly the allocating and scheduling of resources and timeline for the project.

### Role:

I worked on the course project individually. I acted as a project manager as well as an instructional designer. For example, I defined the project scope and conducted alternative solution analysis and risk analysis. When planning and organizing the instructional development project, I applied Dick, Carey and Carey's ISD model and Greer's

instructional development project model.

**Reflection:**

Through the project management plan, I learned that managing the scope, risk analysis, establishing project management team, and getting the instructional project organized and controlled will be critical skills for a project manager. In the meanwhile I can see the adequacy of an instructional designer carrying out the various functions. If I had this project to do over again I would spend more time on risk management and the in-depth exploration of management tools, which are useful to run the project management function well.

**MIT 520: Domains/Competencies/Job Qualifications/Artifacts/Rationale**

Domain of Instructional Development			
MIT Competencies	Job Qualifications	Artifacts	Rationale
Demonstrate knowledge of computer utilization practices and the ability to apply them in instructional settings including: computer literacy, software selection and evaluation, instructional management, hypermedia development and distance learning.	Use management tools in implementing instructional solutions.	<b>Gantt Chart</b>	The artifact illustrates my practice and capability of utilizing computer technologies such as Microsoft Project 2000 in managing an instructional development project.
Domain of Management			
MIT Competencies	Job Qualifications	Artifacts	Rationale
Plan, create, monitor, and facilitate instructional design projects.	Demonstrate planning and management skills including creating detailed work plan with tasks, milestones and budget.	<b>Gantt Chart</b> <b>Project Management Plan</b>	The proceeding and accomplishment of the project required organization, management, and interpersonal skills. The artifact demonstrates my ability to plan, manage, and facilitate an instructional design project.
Organize the instructional project or service unit to operate effectively and efficiently.	Have experience organizing and managing the development process of an instructional project.	<b>Gantt Chart</b>	The artifact illustrates my experience in planning and organizing project activities to make sure that the system operates properly and effectively.
Manage personnel and facilities.	Have experience with proposed management plan for personnel and facilities.	<b>Project Management Plan</b> <b>Gantt Chart</b>	The artifact demonstrates how I planned and organized technical and human resources and activity events that involved in the development of project.

<p>Design instructional management systems.</p>	<p>Have experience designing and developing management system for performance solutions.</p>	<p><b>Project Management Plan</b></p>	<p>The artifact demonstrates my ability to plan and manage instructional design projects. In the artifact, I prescribed events, resources, constraints, timeline, and budget.</p>
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