**Roadmap to Project Management Success**

- Break Timer
- ShareLessonsLearned
- EvaluateSuccess
- ConductClose-OutMeeting
- Roadmap to Project Management Success
- FormProject Team
- Statementof Work
- Purpose
- Project Background
- Project Deliverables
- Work Breakdown Structure
- Responsibility Matrix
- RAASSR
- Network
- Gantt
- Resource Plan
- Update Plan
- Resolve Issues
- Manage Change
- Track Progress
- Perform Tasks
- Budget
- TIME
- LEADERSHIP
- COMMUNICATION
- PR
- O
- J
- E
- C
- N
- T
- E
- B
- O
- O
- K
- M
- E
- T
- I
- N
- G
- R
- S
- P
- O
- R
- T
- S
- L
- E
- S
- S

**Responsibility Assignment Matrix (RAM) — Purpose**

- Ensure that all tasks are assigned to people
- Show levels of involvement of people to work

**Linkage Between WBS and OBS**

- WBS
- OBS

**Responsibility Assignment Matrix**

<table>
<thead>
<tr>
<th>Task</th>
<th>WBS</th>
<th>OBS</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td></td>
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<tr>
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</tbody>
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**RASIC Coding System**

- **R** = Responsible
  - Ensures that the assigned work is completed
- **A** = Approve
  - Approves that the work meets all requirements
- **S** = Support
  - Does the work
- **I** = Inform
  - Is kept informed of work status
- **C** = Consult
  - Is consulted on the work

**Guidelines**

- Team member names should be shown across the horizontal axis in the final matrix.
- There should be only one R and one S for each activity if possible.
- Every activity should have an R and an S. R/S for an activity is acceptable.
- The project manager will have the majority of Rs.
- The customer and senior management have the majority of As and Is.
Project Schedule — Purpose
- Determine if requested completion date is possible.
- Identify start and completion dates of all work.
- Determine the controlling sequence of activities.
- Provide data for resource allocation.
- Track progress by providing a baseline.

Scheduling

Step 1: Estimate Activity Durations

Estimating Techniques
- Deterministic
  - Best Guess
  - Delphi (Consensus)
- Probabilistic
  - Program Evaluation Review Techniques (PERT)

Scheduling

Step 2: Determine Activity Sequence By Creating a Network Diagram

WBS/Network Diagram Linkage
Network Diagram Methods

Create a Network Diagram
- A is the first activity
- B, C and D are dependent on A
- E and F are dependent on B
- G is dependent on C
- H is dependent on C and D
- I is dependent on F and G
- J is dependent on E, I, and H
- J is the last activity

Precedence Diagram Method

Scheduling
**Step 3:** Calculate the Schedule Using Critical Path Method (CPM) Procedures

What’s is the Critical Path?
- Riskiest path in a project
- Path with the most important activities
- Path with least slack
- Path with least resistance
- Path with longest duration
- Path to Emerald City

What’s is the Critical Path?
- Path with least slack
- Path with longest duration
Determine the Critical Path

- A = 2 weeks
- B = 1 week
- C = 3 weeks
- D = 1 week
- E = 4 weeks
- F = 3 weeks
- G = 2 weeks
- H = 1 week
- I = 2 weeks
- J = 1 week

Project X — Critical Path Solution

<table>
<thead>
<tr>
<th>Activity Name</th>
<th>Float</th>
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<tbody>
<tr>
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<tr>
<td>B</td>
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<td>1</td>
</tr>
<tr>
<td>F</td>
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<td>2</td>
</tr>
<tr>
<td>H</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>I</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>J</td>
<td></td>
<td>1</td>
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</tbody>
</table>

Scheduling

Step 4: Show the Schedule by Drawing Gantt and/or Milestone Charts

Enhanced Gantt Chart

Gantt Charts

- Simple to construct
- Easy to interpret
- Good for management reporting
Develop a Project Schedule

- Prepare a project schedule for the room you are going to paint.