# Chapter 6
# Project Activity Planning

**Objectives:**

At the end of this chapter, the learner will be able to:

✓ Analyze the nine segments based on the planning process;

✓ Develop the skill in writing a project charter, project scope and project management plan;

✓ Design a simple Work Breakdown Structure (WBS).

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Before the start of any project, the first thing to do is planning to an appropriate level of detail. In order to approximate the work required and to handle risk effectively throughout project implementation it is best to plan time, cost and resources adequately. The failure to plan sufficiently diminishes the chances of project's success. Any rational project manager surely recognizes the value of planning a project well.

## Project Planning in Action

Project planning entails describing apparent, distinct activities and the work required in order to finish each activity in a particular project. It frequently calls for making several assumptions about the accessibility of resources like hardware, software, and personnel. It is a lot simpler to plan nearer term activities than those happening in the future. In reality, the construction of longer-term plans is more general in scope and nearer-term plans are more comprehensive. The recurring nature of the project management process necessitates that plans be continuously supervised during the project implementation and from time to time updated after each phase in accordance to the most recent information.

Project plans are normally created by jotting down the order of activities needed to implement the project from start to completion. The project is divided into nine segments based on the planning process leaned around the life-cycle events frequently for software and hardware product developers:

1. **Concept evaluation** – A project concept evaluation is a type of evaluation in which the product/project concept developed so far is reviewed.

2. **Requirements identification** - It is determining the resources needed for the completion of the project like labor, equipment and materials. There must also be a schedule indicating when each resource will be employ and note any assumptions and constraints made during the resource planning process.

3. **Design** - It is creating the blueprint of the project with technical details that will enable the development team to proceed with the build and/or configuration of the solution. It should be approved to ensure compliance with the standard

4. **Implementation** - This is the manner of completing the project.

5. **Test** - This segment will detail all levels of testing to be performed during the build/configure/test phase of the project. Iterations of testing cycles as well as environments to be utilized for the testing should be indicated.

6. **Integration** - It is the coordination of the various elements of the project in order to meet their mutual goals of scope, schedule and budget to meet the entire project goals.

7. **Validation** - It confirms that the work being considered matches the details in the WBS, project scope and project management plan.

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