

Part 1:

Listed below are the tasks of a project, the precedents and durations in days.

- a. Draw an AOA diagram of the project observing all conventions.
- b. Schedule the project and find the Earliest and Latest time estimates of all events.
- c. Tabulate the slacks of the tasks. Which tasks can be delayed and by how many days without affecting the project completion time.
- d. What is the critical path?

<u>Task</u>	<u>Precedents</u>	<u>Duration</u>
A	-	3 weeks
B	-	4
C	A	2
D	C	5
E	B	7
F	D, E	1
G	D	4
H	F, G	5

Complete this part in Microsoft Word and submit the word document file to the dropbox.

Part 2: Consider the scenario of you finding a new job in a new company. You are treating this as a project. For this project, you are the project manager, and some of the tasks include the following: deciding the job requirements that fit your profile, updating your CV, interview preparations, setting up your CV on the job portal, and signing up for job alerts. Other tasks may include reviewing your CV with career center personnel, and signing up with career center for job opportunities. There are various stages/tasks while finding a new job ranging from deciding on a company based on culture, location, salary and benefits to getting ready with interview preparations and making arrangements for the interview travel.

Consider this project from the project manager's viewpoint and prepare a Work Breakdown Structure (WBS) for the project. Enter the tasks and divide each task into subtasks (with more details). Include dependencies between tasks. Indicate hours of work, status, start date and planned, estimated, and actual completion dates using Microsoft Project software. Also make sure you indicate at least 5 subtasks for these tasks. Some of the tasks are included below.

1. Registering with the career center
2. Reviewing your CV with the career center
3. Decide on the new job requirements & company profile
4. Updating your CV & identify and resolves the gaps
5. Setting up your updated CV on job portal sites & sign-up for the job alerts
6. Interview preparations (Interview techniques, skills, knowledge, future plans)
7. Making travel arrangements & getting ready with your work portfolio
8. Conducting the interview
9. Follow-up after the interview
10. Negotiating the offers you receive
11. Deciding on the best offer

In all, the number of tasks and subtasks is expected to be 25. You need to indicate at least 6 dependencies among the tasks. Develop a project work breakdown structure (WBS) for the project scenario in Microsoft Project and submit the Microsoft project file to the dropbox.