SUMMER IPRO 339

IMPROVING TEAMWORK & PROJECT MANAGEMENT IN IPRO

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Special Acknowledgment
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Candace Say

TEAMWORK

Teamwork is a sense of collective accountability with team members that actively work together in a way that all their respective skills are well utilized to achieve a common purpose

TEAMWORK SUB TEAM
IMPROVING TEAMWORK IN ALL IPROs

Rachel Wasserman

Ksenia Koltun

Kelly Bergren

Joe Chojnowski

TEAMWORK SUB TEAM
GOALS & OBJECTIVES

GOAL:

TO IMPROVE TEAMWORK IN THE IPRO PROGRAM

OBJECTIVES:

1. To develop activities that will expedite the team-building process of IPRO teams, so that teams can work together more quickly and have more time to be productive in their objective.

IPRO TEAMWORK
PROBLEMS

1) 85% of students have never met their team members at the beginning of their IPRO course.

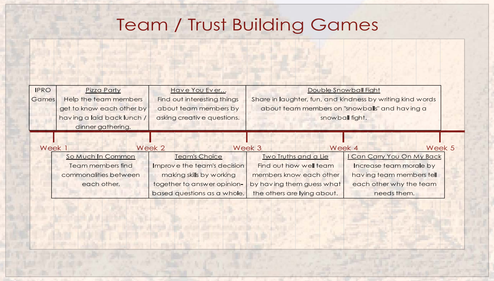
2) Slow start-up process of teamwork.

3) Usually takes about half of the semester to begin producing work.

TRUST BUILDING:

"Trust affects performance and productivity. At the core, business is conducted via relationships and effective relationships are based on a solid foundation of trust."

TEAMBUILDING:



IPRO GAMES:

- Half day event at beginning of semester
- Play games emphasizing communication, teamwork, and trust

TEAMWORK SUB TEAM
RECOMMENDATIONS:

"That's fine, just take out that part where the chief executive had me by the throat."

RECOMMENDATION 1:
Minutes should be a required deliverable

Provide a minutes template, new examples and improved guidelines

"I believe in you, Jeffrey, and I believe in Al Gore."

RECOMMENDATION 2:
Team-trust and team-building activities throughout the semester

Team trust scale

RECOMMENDATION 3:
Facilitator training with role play in IPRO Games

Revised grading and instructions

Facilitators with background in group studies

"TEAMWORK IS THE FOUNDATION IN ESTABLISHING GOOD PROJECT MANAGEMENT"

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PROJECT MANAGEMENT

Project Management is the process of fulfilling the requirements of the project to the customer' s satisfaction through planning, executing, monitoring, and controlling project results.

PROJECT MANAGEMENT SUB TEAM
IMPROVING PROJECT MANAGEMENT IN ALL IPROs

Mohammad Mahmoud | Axita Patel | Anita Phetkhamphou | Noi Phonexayphova

PROJECT MANAGEMENT SUB TEAM
GOALS & OBJECTIVES

GOAL:

TO IMPROVE PROJECT MANAGEMENT IN THE IPRO PROGRAM

OBJECTIVES:

1. Identify/Create and deliver 3 tools covering the planning, organizing, and controlling activities of Project Management.
2. Generate accessible training materials to use in Fall 2006.

IPRO TEAM PROJECT MANAGEMENT
PROBLEMS

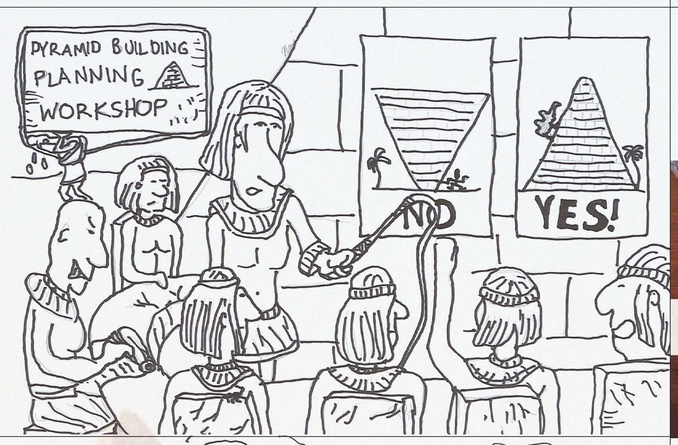
1) Students do not receive formal training in Project Management before joining an IPRO.

2) Of the previous spring IPRO teams, only 6 out of 36 teams had adequate planning.

3) 4 teams from the previous spring semester had minutes spanning the entire semester.

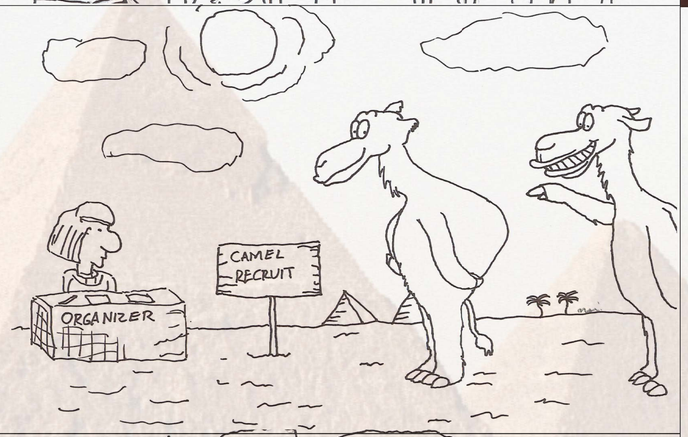
PLANNING:

"Planning is deciding in advance what to do, how to do it, and when to do it, and bridges the gap from the current state to some desired future state of reality."



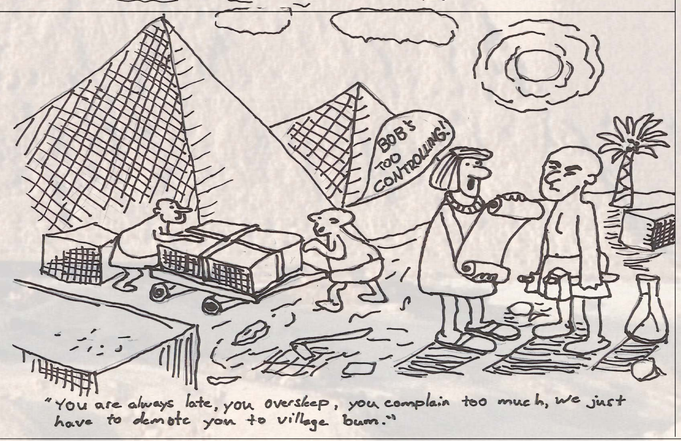
ORGANIZING:

"Organizing involves establishing an internal structure of roles for people in the organization to perform."

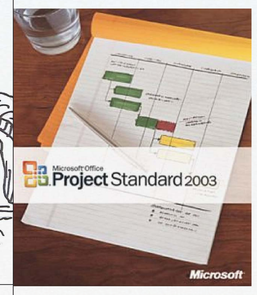


CONTROLLING:

"The controlling process measures performance against goals and plans, shows where negative deviations exist, and applies the necessary corrections in order to ensure accomplishment of plans."



PROJECT MANAGEMENT SUB TEAM
RECOMMENDATIONS:



RECOMMENDATION 1:
Provide IPRO Teams with MS Project 2003.

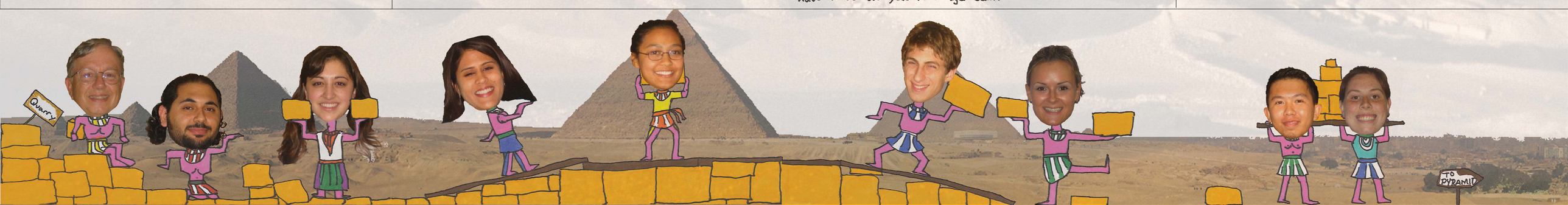
What is it?
A project planning, organizing, and controlling tool that is widely used in the professional-based field.

"Who wants to get the ball rolling ?"

RECOMMENDATION 2:
Create a Project Management Workshop.

What is it?
It is a workshop that will take place on the 3rd week of IPRO. It will teach the principles of project management and will introduce students to MS Project 2003. The workshop will be 4 hours long, and the focus will be on planning, organizing, and controlling.

"I'd like to introduce our guest but he's forty five minutes late."

RECOMMENDATION 3:
Implement Project Management Award.

What is it?
It is a $500 dollar cash prize, awarded on IPRO Day, to the IPRO team that demonstrates the best project management practices across the entire semester.