MS Project Tutorial

CSCI-577a
Software Engineering I
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Outline

• Overview
• Tasks
• Milestones
• Resources
• Demo
Overview

• Project management tools
• Effectively track and analyze projects
  – Tasks
  – Schedule
  – Resources
Tasks

• Are parts of the whole work and needed to be done in order to accomplish the goal
• Can be responsibility of individual or group of people
• May require some other tasks to finish before it begins (Tasks dependency)
• May contain subtasks
• May be treated as milestones
Milestones

• Anchor points at the end of each phase
• For 577a - ARB reviews
  – Exploration Commitment Review
  – Valuation Commitment Review
  – Foundations Commitment Review
  – …
Resources

• People/equipments/materials/services assigned to various tasks
• Affect the scope and schedule of projects
Demo

- Add tasks...
- Add subtasks...
- Link tasks...
- Adjust dates...
- Add resources...
- Assign resources...
- Resolve conflicts...
Assignment

- From the class schedule, make a project plan for:
  - Exploration Phase
  - Valuation Phase
  - Foundations Phase
- Tasks should be based on EPG
  - Provide activities
  - Provide milestones
- Add people to resource sheet & assign them to each task
- Resolve any conflict that may occur
Assignment (Cont.)

• Due Date: TBD
• Deliverable: Hard Copy, 2 sheets
  1. Gantt Chart with all necessary columns
  2. Resource sheet
• Using MS-Project:
  – At USC’s computers
  – Obtain from USC’s MSDNAA (For CS Students)
Q&A
References

- [http://www.web-enable.com/member_.net/ms_project.pdf](http://www.web-enable.com/member_.net/ms_project.pdf)