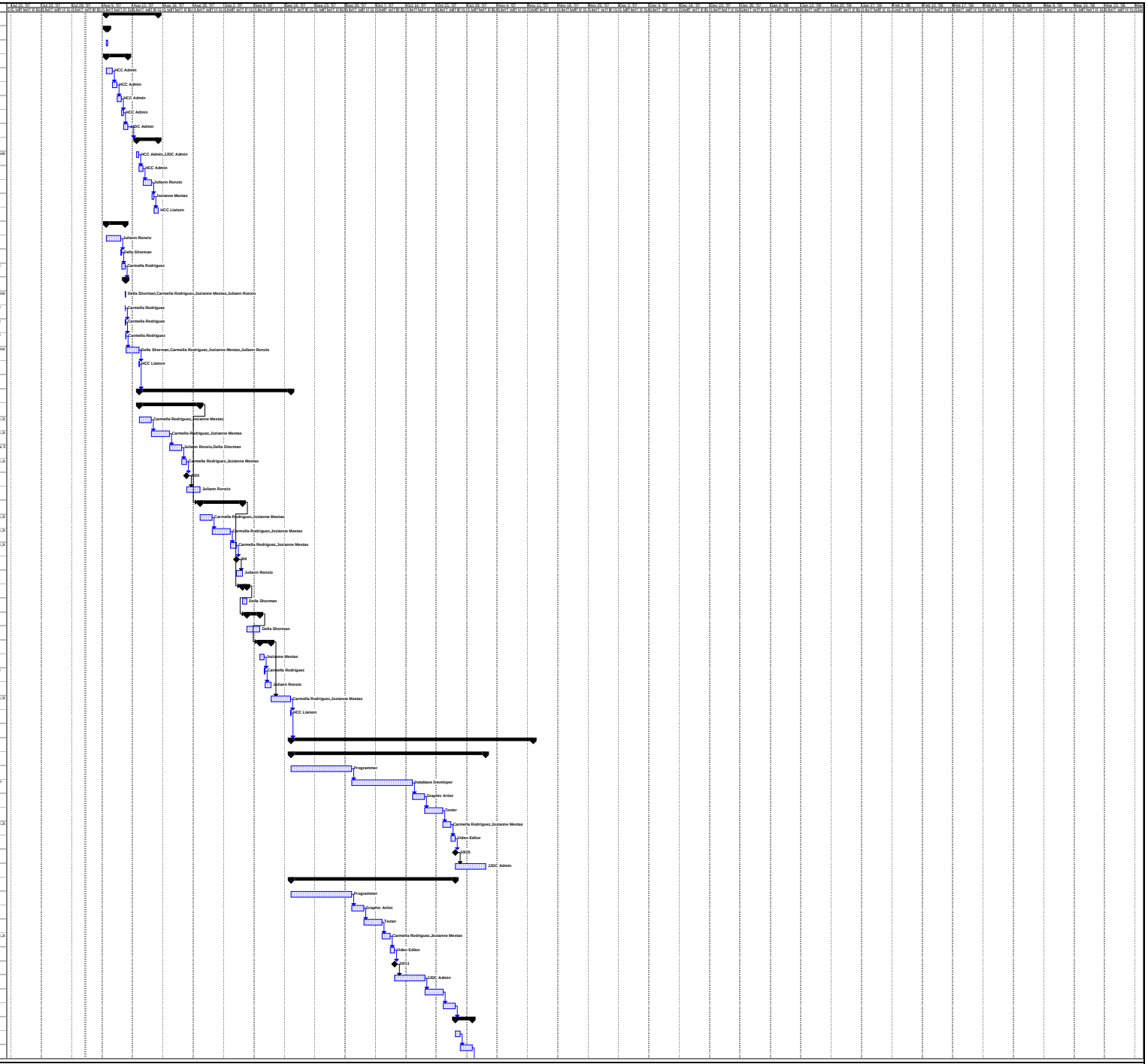
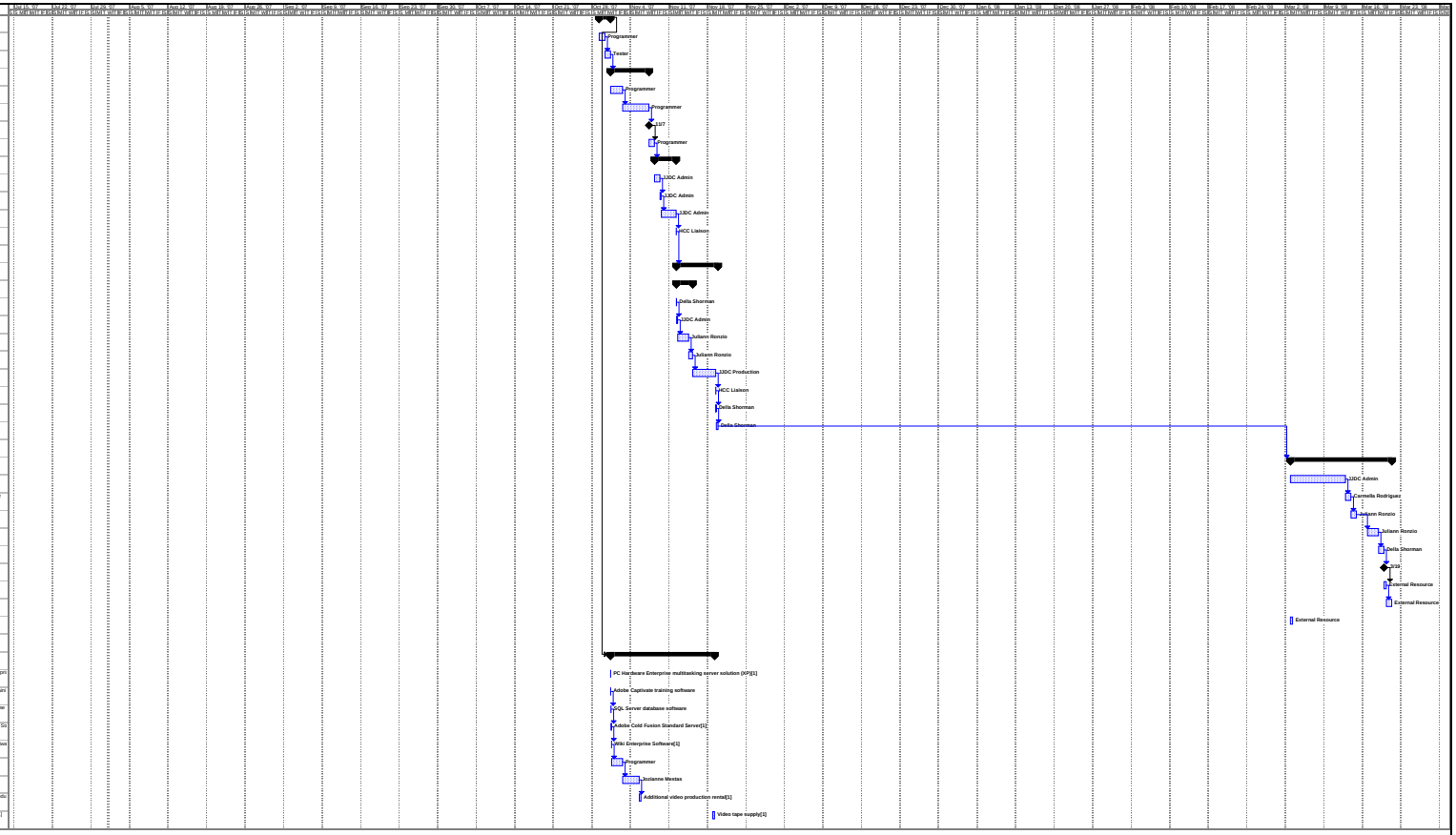
ID		Task Name	Duration	Start	Finish	Predecessors	Resource Names
1		**ANALYSIS PHASE**	**80 hrs**	**Mon 8/6/07**	**Fri 8/17/07**		
2		**1. Contract Signing**	**1 hr**	**Mon 8/6/07**	**Mon 8/6/07**		
3		Contract Signing	1 hr	Mon 8/6/07	Mon 8/6/07		
4		**2. Content Gathering**	**40 hrs**	**Mon 8/6/07**	**Fri 8/10/07**		
5		HCC Company Handbook	10 hrs	Mon 8/6/07	Tue 8/7/07		HCC Admin
6		HCC Harassment & Discrimination Policies	10 hrs	Tue 8/7/07	Wed 8/8/07	5	HCC Admin
7		HCC Mission, Vision, Motto, Foundational Principles	8 hrs	Wed 8/8/07	Thu 8/9/07	6	HCC Admin
8		HCC elec hi-res logo, pantone/web company colors	4 hrs	Thu 8/9/07	Thu 8/9/07	7	HCC Admin
9		Coordination of Content Gathering	8 hrs	Fri 8/10/07	Fri 8/10/07	8	JJDC Admin
10		**3. Employee Survey**	**40 hrs**	**Mon 8/13/07**	**Fri 8/17/07**	9	
11		Collect list of employees to interview	4 hrs	Mon 8/13/07	Mon 8/13/07		HCC Admin,JJDC Adm
12		Schedule interview times/locations	8 hrs	Mon 8/13/07	Tue 8/14/07	11	HCC Admin
13		Interview 20 employees	16 hrs	Tue 8/14/07	Thu 8/16/07	12	Juliann Ronzio
14		Develop online employee surveys	4 hrs	Thu 8/16/07	Thu 8/16/07	13	Joslanne Mestas
15		Administer employee surveys	8 hrs	Fri 8/17/07	Fri 8/17/07	14	HCC Liaison
16		**4. Create Needs Analysis**	**33 hrs**	**Mon 8/6/07**	**Fri 8/10/07**		
17		Analyze survey data	25 hrs	Mon 8/6/07	Thu 8/9/07		Juliann Ronzio
18		Define Employee Personal Conduct Objectives	4 hrs	Thu 8/9/07	Thu 8/9/07	17	Della Shorman
19		Define Appropriate Use of Company Assets Objectives	4 hrs	Thu 8/9/07	Fri 8/10/07	18	Carmella Rodriguez
20		**5. Client Meeting**	**4 hrs**	**Fri 8/10/07**	**Fri 8/10/07**	19	
21		Meeting Prep	2 hrs	Fri 8/10/07	Fri 8/10/07		Della Shorman,Carme
22		Present Content gathering results	1 hr	Fri 8/10/07	Fri 8/10/07		Carmella Rodriguez
23		Present Employee survey results	1 hr	Fri 8/10/07	Fri 8/10/07	22	Carmella Rodriguez
24		Present Instructional strategy	2 hrs	Fri 8/10/07	Fri 8/10/07	23	Carmella Rodriguez
25		**6. Revisions based on client feedback**	**8 hrs**	**Fri 8/10/07**	**Mon 8/13/07**	24	Della Shorman,Carme
26		**9. Client Sign-off**	**1 hr**	**Mon 8/13/07**	**Mon 8/13/07**	25	HCC Liaison
27							
28		**DESIGN PHASE**	**199 hrs**	**Mon 8/13/07**	**Mon 9/17/07**	26	
29		**1. Employee Personal Conduct Course Design**	**80 hrs**	**Mon 8/13/07**	**Mon 8/27/07**		
30		Create script & storyboard	20 hrs	Mon 8/13/07	Thu 8/16/07		Carmella Rodriguez,Jo
31		Design rapid prototype including interface, navigation, and links	20 hrs	Thu 8/16/07	Mon 8/20/07	30	Carmella Rodriguez,Jo
32		Design tracking database for both courses	20 hrs	Mon 8/20/07	Thu 8/23/07	31	Juliann Ronzio,Della S
33		Pre-production for video segments (script, storyboard, schedule	10 hrs	Thu 8/23/07	Fri 8/24/07	32	Carmella Rodriguez,Jo
34		location & talent scouting, graphics)	0 hrs	Fri 8/24/07	Fri 8/24/07	33	
35		Create test scenarios to test course modules	10 hrs	Fri 8/24/07	Mon 8/27/07	34	Juliann Ronzio
36		**2. Appropriate Use of Company Assets Course Design**	**60 hrs**	**Mon 8/27/07**	**Thu 9/6/07**	29	
37		Create script & storyboard	20 hrs	Mon 8/27/07	Thu 8/30/07		Carmella Rodriguez,Jo
38		Design rapid prototype including interface, navigation, and links	20 hrs	Thu 8/30/07	Mon 9/3/07	37	Carmella Rodriguez,Jo
39		Pre-production for video segments (script, storyboard, schedule	10 hrs	Mon 9/3/07	Tue 9/4/07	38	Carmella Rodriguez,Jo
40		location & talent scouting, graphics)	0 hrs	Tue 9/4/07	Tue 9/4/07	39	
41		Create test scenarios to test course modules	10 hrs	Wed 9/5/07	Thu 9/6/07	40	Juliann Ronzio
42		**3. Job Aids for Technology Used in Training Courses**	**8 hrs**	**Thu 9/6/07**	**Fri 9/7/07**	36	
43		Design "How to" job aids	8 hrs	Thu 9/6/07	Fri 9/7/07		Della Shorman
44		**4. Communication Exchange**	**8 hrs**	**Fri 9/7/07**	**Mon 9/10/07**	42	
45		Design communication exchange using Wiki	8 hrs	Fri 9/7/07	Mon 9/10/07		Della Shorman
46		**5. Technology Requirements**	**22 hrs**	**Mon 9/10/07**	**Wed 9/12/07**	44	
47		Architect PC server platform to deliver courses and Wiki	8 hrs	Mon 9/10/07	Tue 9/11/07		Joslanne Mestas
48		Determine computer/speaker/headphone requirements	4 hrs	Tue 9/11/07	Tue 9/11/07	47	Carmella Rodriguez
49		Create network simulation tests	10 hrs	Tue 9/11/07	Wed 9/12/07	48	Juliann Ronzio
50		**6. Revisions based on client feedback**	**20 hrs**	**Thu 9/13/07**	**Mon 9/17/07**	46	Carmella Rodriguez,Jo
51		**7. Client Sign-off**	**1 hr**	**Mon 9/17/07**	**Mon 9/17/07**	50	HCC Liaison
52							
53		**DEVELOPMENT PHASE**	**317 hrs**	**Mon 9/17/07**	**Mon 11/12/07**	51	
54		**1. Employee Personal Conduct Course Development**	**262 hrs**	**Mon 9/17/07**	**Thu 11/1/07**		
55		Develop course modules	80 hrs	Mon 9/17/07	Mon 10/1/07		Programmer
56		Develop tracking database for both courses	80 hrs	Mon 10/1/07	Mon 10/15/07	55	Database Developer
57		Develop interface using graphics	20 hrs	Mon 10/1/07	Thu 10/18/07	56	Graphic Artist
58		Perform unit testing on modules	20 hrs	Thu 10/18/07	Mon 10/22/07	57	Tester
59		Production for video segments (Shoot video, record narration)	14 hrs	Mon 10/22/07	Wed 10/24/07	58	Carmella Rodriguez,Jo
60		Post-production for video segments (Edit video, sweeten audio,	8 hrs	Wed 10/24/07	Thu 10/25/07	59	Video Editor
61		compress video)	0 hrs	Thu 10/25/07	Thu 10/25/07	60	
62		Convert resource materials from print to electronic	40 hrs	Thu 10/25/07	Thu 11/1/07	61	JJDC Admin
63		**2. Appropriate Use of Company Assets Course Design**	**222 hrs**	**Mon 9/17/07**	**Thu 10/25/07**		
64		Develop course modules	80 hrs	Mon 9/17/07	Mon 10/1/07		Programmer
65		Develop interface using graphics	20 hrs	Mon 10/1/07	Thu 10/4/07	64	Graphic Artist
66		Perform unit testing on modules	20 hrs	Thu 10/4/07	Mon 10/8/07	65	Tester
67		Production for video segments (Shoot video, record narration)	14 hrs	Mon 10/8/07	Wed 10/10/07	66	Carmella Rodriguez,Jo
68		Post-production for video segments (Edit video, sweeten audio,	8 hrs	Wed 10/10/07	Thu 10/11/07	67	Video Editor
69		compress video)	0 hrs	Thu 10/11/07	Thu 10/11/07	68	
70		Convert resource materials from print to electronic	40 hrs	Thu 10/11/07	Thu 10/18/07	69	JJDC Admin
71		Integrate both modules	20 hrs	Thu 10/18/07	Mon 10/22/07	70	Programmer
72		Perform system testing on both courses	20 hrs	Mon 10/22/07	Thu 10/25/07	71	Programmer
73		**3. Job Aids for Technology Used in Training Courses**	**14 hrs**	**Thu 10/25/07**	**Mon 10/29/07**	72	
74		Develop "How to" job aids	10 hrs	Thu 10/25/07	Fri 10/26/07		JJDC Admin
75		Test job aids	4 hrs	Fri 10/26/07	Mon 10/29/07	74	Tester



Project: Initial Business Plan_Project2
Date: Wed 9/14/07

Task | Progress | Milestone | Summary | Rolled Up Task | Rolled Up Milestone | Rolled Up Progress | Split | External Tasks | Project Summary | Group By Summary | Deadline

ID		Task Name	Duration	Start	Finish	Preds	Resource Names
76		**4. Communication Exchange**	**18 hrs**	**Mon 10/29/07**	**Wed 10/31/07**	75	
77		Develop communication exchange using Wiki	10 hrs	Mon 10/29/07	Tue 10/30/07		Programmer
78		Test Wiki	8 hrs	Tue 10/30/07	Wed 10/31/07	77	Tester
79		**5. Technology Requirements**	**40 hrs**	**Wed 10/31/07**	**Wed 11/7/07**	78	
80		Install software components and course modules on server	20 hrs	Wed 10/31/07	Fri 11/2/07		Programmer
81		Perform testing on server, client-side, network simulation	20 hrs	Fri 11/2/07	Wed 11/7/07	80	Programmer
82		(OS, Network, Web, plug-ins, delivery, database, video)	0 hrs	Wed 11/7/07	Wed 11/7/07	81	
83		**6. Revisions based on client feedback**	**8 hrs**	**Wed 11/7/07**	**Thu 11/8/07**	82	Programmer
84		**7. Pilot Survey**	**14 hrs**	**Thu 11/8/07**	**Mon 11/12/07**	83	
85		Develop Pilot Survey	8 hrs	Thu 11/8/07	Fri 11/9/07		JJDC Admin
86		Develop launch message	4 hrs	Fri 11/9/07	Fri 11/9/07	85	JJDC Admin
87		Determine Pilot period	2 hrs	Fri 11/9/07	Mon 11/12/07	86	JJDC Admin
88		**8. Client Sign-off**	**1 hr**	**Mon 11/12/07**	**Mon 11/12/07**	87	HCC Liaison
89							
90		**IMPLEMENTATION PHASE**	**46 hrs**	**Mon 11/12/07**	**Mon 11/19/07**	88	
91		**1. Launch Pilot**	**23 hrs**	**Mon 11/12/07**	**Thu 11/15/07**		
92		Compose and send pilot launch message	1 hr	Mon 11/12/07	Mon 11/12/07		Della Shorman
93		Collect pilot data from training modules after pilot period	4 hrs	Mon 11/12/07	Mon 11/12/07	92	JJDC Admin
94		Analyze pilot and survey data	16 hrs	Mon 11/12/07	Wed 11/14/07	93	Juliann Ronzio
95		Present pilot results	2 hrs	Wed 11/14/07	Thu 11/15/07	94	Juliann Ronzio
96		**2. Make final revisions based on feedback**	**20 hrs**	**Thu 11/15/07**	**Mon 11/19/07**	95	JJDC Production
97		**3. Client Sign-off**	**1 hr**	**Mon 11/19/07**	**Mon 11/19/07**	96	HCC Liaison
98		**4. Create email for executive to send to company managers**	**1 hr**	**Mon 11/19/07**	**Mon 11/19/07**	97	Della Shorman
99		**5. Make company announcement for final product launch**	**1 hr**	**Mon 11/19/07**	**Mon 11/19/07**	98	Della Shorman
100							
101		**EVALUATION PHASE**	**114 hrs**	**Mon 3/3/08**	**Fri 3/21/08**	99	
102		**1. Monitor wiki communication**	**64 hrs**	**Mon 3/3/08**	**Wed 3/12/08**		JJDC Admin
103		**2. Train employee to monitor wiki**	**8 hrs**	**Thu 3/13/08**	**Thu 3/13/08**	102	Carmella Rodriguez
104		**3. Gather and evaluate results from database**	**8 hrs**	**Fri 3/14/08**	**Fri 3/14/08**	103	Juliann Ronzio
105		**4. Gather and evaluate results about the training experience fro**	**16 hrs**	**Mon 3/17/08**	**Tue 3/18/08**	104	Juliann Ronzio
106		**5. Report results and make recommendations to HCC based on**	**8 hrs**	**Wed 3/19/08**	**Wed 3/19/08**	105	Della Shorman
107		**6. Make recommendations based on report results**	**0 hrs**	**Wed 3/19/08**	**Wed 3/19/08**	106	Della Shorman
108		**7. Create survey for working experience with JJDC**	**2 hrs**	**Thu 3/20/08**	**Thu 3/20/08**	107	External Resource
109		**8. Survey HCC about the working experience with JJDC**	**8 hrs**	**Thu 3/20/08**	**Fri 3/21/08**	108	External Resource
110		9. Reports results to JJDC	2 hrs	Mon 3/3/08	Mon 3/3/08		External Resource
111							
112		**TECHNOLOGY COSTS**	**102 hrs**	**Wed 10/31/07**	**Mon 11/19/07**	76	
113		1. PC Hardware Enterprise multitasking server solution (KP)	1 hr	Wed 10/31/07	Wed 10/31/07		PC Hardware Enterpri
114		2. Adobe Captivate training software	1 hr	Wed 10/31/07	Wed 10/31/07		Adobe Captivate train
115		3. SQL Server database software	1 hr	Wed 10/31/07	Wed 10/31/07	114	SQL Server database
116		4. Adobe Cold Fusion database interface software	1 hr	Wed 10/31/07	Wed 10/31/07	115	Adobe Cold Fusion Sta
117		5. Wiki - Enterprise Software for hosting at HCC	1 hr	Wed 10/31/07	Wed 10/31/07	116	Wiki Enterprise Softwa
118		6. PC hardware configuration, software installation, and system testin	16 hrs	Wed 10/31/07	Fri 11/2/07	117	Programmer
119		7. System and software training for system admin	8 hrs	Fri 11/2/07	Mon 11/5/07	118	Jozianne Mestas
120		8. Additional video production rental	1 hr	Mon 11/5/07	Mon 11/5/07	119	Additional video produ
121		9. Video tape supply	1 hr	Mon 11/19/07	Mon 11/19/07		Video tape supply[1]



Project: Initial Business Plan_Project2
Date: Wed 8/1/07

Task | Progress | Milestone | Summary | Rolled Up Task | Rolled Up Milestone | Rolled Up Progress | Split | External Tasks | Project Summary | Group By Summary | Deadline