

Developing a Project

SMART criterion, developing project idea and name



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SCHOOL OF BUSINESS
ADMINISTRATION IN KARVINA

Project Management

1. **PART** (5-10 min.)

- Introduction and answering any questions
- **2. PART** (55 min.)
- Working together – Project should be SMART (20mins)
- Task 1 - Develop a project “My Schedule Today“ (30mins)
- Create a groups of up to 3 people for working on the project (5mins)

3. **PART** (30 min.)

- Task 2. Choose a project topic and name (what is appropriate to use as a project - feedback from the tutor) write down ideas, students choose 3 topics and then determine the "+" and "-" of the ideas (advantages and disadvantages, whether to implement as a project) (25mins)
 - Vevox quiz (5mins)
 - There will be feedback as needed during the time of the groups working on each section of their project and according to the needs of each group/students)
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Seminar Outline



- The seminar will be delivered through MS Team - sharing all tutor's material for the seminar
 - Main communication with remote students will be through MS Teams
 - Using whiteboard for working as a class together
 - Using MS Teams breakout rooms and whiteboard for team work on projects. The tutor will visit each breakout room for check up and for feedback during the group work
 - Using Vevox for recap
 - Any questions and discussions will also be carried out through MS Teams
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Learning and practice objectives

On the end of this seminar you should be able to:

- choose an idea suitable for your project
- define your project to be SMART
- identify each phase of your project and their products

Working together - Project should be SMART



- We will define what does SMART mean and working together on examples.
 - We will use a white board shared through MS Teams
 - We will go through each example together - sharing ideas and filling them in the whiteboard.
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Task 1 – Individual work

Develop a project “My Schedule Today”:

- Set a goal (quantifiable-SMART)
- Time schedule of the day, logic of compiling a sequence of activities (time + activities)
- Assign resources to activities (personnel, costs - quantified in a currency)
- Project risks



Recommendation:

- Limited time 1 day: start 00:01 - end 24:00
- All activities are focused on achieving your goal (result / benefit that can be verified)
- Costs of all resources (morning breakfast, travelling, activities, shopping, etc.), hidden costs - energy consumption, housing, services, etc.)
- Summarize the main findings and the overall budget of the project

Task 2 – Individual work



Choose the name of your project (for your seminar paper)

- 10 minutes to write down ideas
 - Select 3 options
 - Determine the "+" and "-" of the selected options
(advantages and disadvantages, whether is it feasible to implement it as a project)
 - Choose the final idea
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Questions...



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Any problems with the idea for your project?




Vevox questions

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Join at:
vevox.app

ID:
105-705-523



The session has not started

START SESSION

WHAT DOES ACRONYM
SMART MEAN? 1/3

RE-OPEN