

User manual

Planning

Manual resources reservation

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Enter your schedule in the Gantt chart

The screenshot shows the 'GANTT' tab in the Project Management Game. The interface includes a navigation bar with 'Initiation', 'Planning', 'Execution', and 'Closing' phases. A dashboard at the top right shows metrics for Management (100), User (100), Quality (0), Costs (0), and Schedule (0). The main area displays a Gantt chart with a table of activities:

No	Name	Weeks
1	Choice of IDE	Weeks 1-2
2	Analysis of current systems	Weeks 2-4
3	Requirements Analysis	Weeks 2-4
4	System Specification	Weeks 2-4
5	Data Modeling	Weeks 2-4
6	Modeling of Data Processing	Weeks 2-4
7	UI Modeling	Weeks 2-4
8	Database Programming	Weeks 2-4
9	Programming of Data Processing	Weeks 2-4

Callouts in the image indicate: 'Fill up the planification' pointing to the Gantt bars, and 'Click on an activity name to access activity description' pointing to the 'Analysis of current systems' activity details.

Estimate activities costs

Enter the estimated cost of each activity (BAC: Budgeted At Completion).

BAC includes wages and fixed costs.

Manage resources

Reservation of resources

As project manager, you must notify resources when you need them to work on the project.

Warning

There is no automatic reservation of resources (eg depending on the Gantt chart and assigned activities). As a project manager, you control all the booking of resources.

To reserve a resource, click on the corresponding periods in his/her Gantt chart. When the resource is booked for the project, the period is blue.

Project Management Game
Audrey Huguenin

Initiation Planning Execution Closing Next phase

HOME PROJECT ACTIVITIES GANTT RESOURCES EVM

Sales Engineer

Name	Grade	Monthly Wages	Rate	Motiv.	Will Work	Assignments	1	2	3	4	5	6	7	8	9	10	11
Gaëlle	Junior	5 000	100	6	<input checked="" type="checkbox"/> Gantt	+											
Alice	Junior	6 000	100	8	<input checked="" type="checkbox"/> Gantt	+											
Yvan	Senior	7 500	100	7	<input checked="" type="checkbox"/> Gantt	+ 2											
David	Senior	8 200	70	8	<input checked="" type="checkbox"/> Gantt	+											
Harry	Expert	8 500	100	9	<input checked="" type="checkbox"/> Gantt	+											
Luc	Expert	10 000	100	7	<input checked="" type="checkbox"/> Gantt												

Book resources for when you need them

Assign activities to resources

Once resources booked, you have to assign them activities.

You can assign several activities to a resource. Thus, when one activity is completed, the resource will work on to the next activity.

Warning

Resources work on activities following the order in which activities are assigned.

The screenshot shows the 'Sales Engineer' resource management interface. At the top, there's a progress bar with phases: Initiation, Planning (active), Execution, Closing, and Next phase. Below this is a navigation menu with 'HOME', 'PROJECT', 'ACTIVITIES', 'GANTT', and 'RESOURCES'. The main content is a table of resources with columns: Name, Grade, Monthly Wages, Rate, Motiv., and Assignments. The table lists four resources: Gaelle (Junior, 5000 wages), Alice (Junior, 6000 wages), Yvan (Senior, 7500 wages), and David (Senior). Annotations highlight the 'Add an activity' button and the 'Change activities order of priority' buttons (plus and minus signs) in the Assignments column.

Name	Grade	Monthly Wages	Rate	Motiv.	Assignments
Gaelle	Junior	5 000	100	6	+ - 1
Alice	Junior	6 000	100	8	+ - 1
Yvan	Senior	7 500	100	7	+ - 1
David	Senior				+ - 1

In the above example, Irène will start working on activity 2. Once activity 2 will be completed, she will start with activity 5.

Resources behavior

Resources will work on the project based on provided information: reservation and activities list.

All resources behave the same way:

1. Am I booked for the project ?

I look if the current period in blue in my calendar.

2. If I'm booked, then on which activity should I work ?

I look in my activity list and try to work on the first activity assigned. If this activity is not possible, then I move to the second, etc.

FAQ (Frequently Asked Questions)

Do I have to assign exactly the same profession as in the activity description?

To complete an activity, it is absolutely necessary to allocate resources with the requested profession. In the simulation, you can't replace a software engineer by a lawyer if no lawyer is needed for this activity (although in reality a lawyer may have software development skills).

If several professions are required to complete an activity (e.g. 3 software engineers and 1 secretary), it is sometimes possible for a single profession to complete the activity (e.g. the software engineers may get along even without a secretary). However, a secretary might not fully complete the activity if no software engineers helped her.

Can I assign more or less resources than "Required Resources"?

Yes, it is likely that you have to assign a different amount of resources than indicated as "Required Resources".

The "Required Resources" correspond to the first estimation of what could be needed. But you might not have all the required resources or need more resources to execute an activity in less time.

Increases or decreases of the number of resources influence the activity progress. However, just as in real world, doubling resources on an activity does not necessarily lead to a halving of the time needed to complete it. Effects of modifying quantity of resources depend on the type of activity.

What effects do skill level and motivation have?

Just like in the real life, depending on the activity, skill level and motivation might have different effects on quality and quantity of the work performed.

Can I use a "junior" instead of a "senior"?

Yes, it is possible to replace a senior resource by a junior of the same profession.

If the assigned experience level is different from the required, then this may affect the completion time as well as the quality of work performed. Effects might also depend on the type of activity (e.g. using a junior driver instead of an expert driver has different effects than using a junior software engineer instead of an expert).

How are the resources' Wages calculated?

All wages are monthly wages.

In order to facilitate comparisons between different resources, all wages are displayed on the basis of an activity rate of 100%. Of course, if a resource is allocated to the project, then the individual costs are charged to the project in line with the resources' activity rate and action time.

What are the "assigned wages" ?

It's just a help for the project manager. They correspond to the amount of salaries currently planned with the current state of planning (Gantt, resources, activities assigned to resources).

Why is the "assigned wage" equal to zero ?

An "Assigned wage" is equal to zero means that the activity has been assigned to the resource, but according to the current planning (Gantt, activities prioritisation), the resource will not work on this activity.

What does it mean if Resources have a Green Star ?

A resource has a green star if she is ready to begin to work on the activity:

- Activity is in first order in its activity list
- Resource is booked for the next period

Why some resources are flagged in red ?

Resources and Professions printed in red are reminders of possible problems.

Red Resources in the Resources Tab mean either that

- An activity is assigned to this resource while the resource is not booked yet
- This resource is booked, but not assigned an activity.

What does mean "Too late to change" area in the Gantt of Resources?

As in reality, some people may not be immediately available for the project and it is necessary to inform them in advance if you want to work with them.

This is shown in the simulation with the corresponding not editable area in the resources schedule. This area corresponds to the time limit for any change in resource reservation (booked or free the resource).