Project Management Roles
Web-based project management for

The BRANCH Design And Virtual Enterprise.

IT Administrator

Responsibilities

The IT Administrator is responsible for the installation, configuration, and maintenance of the BRANCH Online Data Base System (BODBS).

First, BRANCH needs support for a wide variety of database and server products requiring the IT Administrator to design, recommend, and configure a system using the components and program tools the BRANCH needs rather than being forced to a single vendor solution.

A single server installation can support multiple user domains where each domain is separate from a privacy and database standpoint. For example different BRANCH divisions could have a common domain or separate domains. This domain architecture can also be used to support an Application Service Provider (ASP).

BRANCH needs a phased activation plan for its Personnel Network – Organization Building Process, and Governing Program. Project inception starts with Level 1, a Governing Organizational (GO) Team, with 7 - 8 team members. Level 2 is a Program Management Organization (PMO-FIRM) with up to 50 members. Level 3 is a Project Change Control and Engineering Organization (PCO-EARS) with up to 400 members. Level 4 is a Detail Architectural and Virtual Internet Design and Drawing Services (DAVID'S) with up to 3,000 members. Level 5 is the Communications and Technology Services (CATS) organization designed to interface with interested and affected stakeholders and Volunteer Data Providers (VDP's). Level 6 is the Training and Entry Level Services (TELS-BUS) and Stakeholder interface Basic Utility Services. Level 7 is Resource, Energy and Asset Procurement (REAP-ADDS) and value added Asset Development and Distribution Services.

The BRANCH needs a unified web application for the IT Administrator to manage. The users always get the current version when they log on their assigned level and receive centralized management of all required product licenses. The IT Administrator can manage the total pool of purchased licenses and easily deploy and redeploy licenses to domains and levels as needed.

The IT Administrator should scale the system to adapt to increasing demands using load balancing across multiple servers and provide increased availability through redundancy.

Project Management Administrator

Responsibilities

The BRANCH Project Management Administrator (BPMA) is responsible for setting up the project management components to meet the unique needs of the users.

Using the System level component, the Project Administrator can extend the BRANCH database by adding an unlimited number of fields to the central repository. These fields support a rich set of types and include unique time distributed fields that are great for defining budgets and metrics. Additionally, calculation logic can be easily added via a powerful formula capability that is supported with an extensive set of functions. The combination of user defined fields and formula-based calculations will provide a truly custom solution without the expense and loss of standardization associated with custom programming.

The BRANCH will provide the user with a unique interactive report browsing capability that is based upon a library of defined reports. The Project Administrator will use a powerful report designer to build these reports. A report can contain a mix of text, graphics, and Gantt Chart objects. Using a Report Designer, the Project Administrator configures these objects with filters, field selections, and formulas to get the information required. Reports will be searchable and linked in a hierarchy for drill-downs and they can contain data-driven graphical indicators for use in dashboard-type reports. The reports will be organized into categories and user access permissions can be assigned to the categories.

The Project Administrator will configure specific rules that govern BRANCH time accounting and employ these rules so that data is checked before it is allowed to enter the system.

The Project Administrator will build on the defined fields, formulas to customize the views associated with project authorization and initiation (Project Control component) to give the executive the schedule, budget, and metric fields needed to define a new project’s goals and constraints.

Additionally, the Project Management Administrator will define the library of Gantt Chart formats, calendars, and standard filters for controlled system-wide use. The PMA will also customize the fields associated with the task data entry tabs and spreadsheets in the BRANCH project management component (Planner component) and manage the projects by portfolios, where the portfolio analysis reports can be easily defined that analyze the performance of the projects against metrics using a rich set of tabular and graphical objects.

Executive

Responsibilities

The BRANCH Governing Office Executive is responsible for setting project objectives and reviewing project performance against these objectives.

Using BRANCH's Project Control component, the executive can define the schedule and budget constraints for a project and set top-level project objectives. The project can then be assigned to a performing organization and project managers can be assigned. When a project is planned, the executive can use Project Control to review the candidate project against the objectives. The executive can then approve projects for implementation using Project Control.

In reviewing project status, BRANCH EARS provides the executive with a simple elegant interface that provides synthesis of project data into high-level summary reports so that overall status can be determined at a glance and drill downs can be accomplished as required. Using the Reports component, the executive can review custom dashboard reports for individual projects, selected projects, or portfolios. The executive can use links on the dashboard to drill down into the details of specific projects using exception-reporting techniques. Alternatively, the executive can simply browse through projects and organizations selecting projects and reports of interest. Reports can contain a mix of text, graph, and Gantt Chart objects that are richly interactive and not simply static views.

Human Resources

Responsibilities

Human Resources is responsible for defining the structure of the BRANCH human resource pool in terms of job classifications and skill sets. Human Resources is also responsible for monitoring the projected resource needs as defined in the planned projects and adjusting the resource pool to meet those needs.

Human Resources uses the BRANCH CATS System component to define multi-level job classification and skills structures. Working with the Project Management Administrator, Human Resources can also define the set of utilization and loading reports needed to access utilization versus capacity. Using these reports, Human Resources can plan adjustments to the workforce to meet changing staffing requirements in terms of capacity, experience, and skills.

Resource Manager

Responsibilities

BRANCH BUS supports the concurrent management of the overall resource pool by Resource Managers who are responsible for specific project organizations.

Each resource manager can define resources for specific organizations and assign job classifications and skills using BRANCH'S BUS Resource component. The Resource Manager has visibility into the loading of the organizations' resources by viewing time-distributed profiles in the Reports component. The Resource manager can use the Approvals FIRM component to review and approve team member timesheets and team member calendar changes. Once approved, the timesheets are available to the project and work package managers for project updating. The approved team member calendars are used to update schedules.

Cost Manager

Responsibilities

The Cost Manager is responsible for defining and updating non-labor cost items for use in projects. The cost items include, for example, materials, equipment, travel, and supplies.

BRANCH breaks from the typical desktop project management software by allowing resources (labor) and other cost items to be managed as separate items in terms of their definition. They are both brought together when they are assigned to project tasks to define the total cost for a task.

The Cost Manager uses the Cost Items ADDS component to define cost items including fixed and variable costs for each item. Like resources, Cost Items can be identified with a project organization so that there use can be limited in scope to the projects identified performing organizations.

Project Manager

Responsibilities

The project manager is responsible for planning and executing the project to meet established objectives within defined budget and schedule constraints.

DAVID'S BRANCH Planner component provides the project manager with a comprehensive set of tools for full critical path project management including multiple baselines and earned value. Planner provides all of the views and tools you expect in an industrial-strength project management component including stunning Gantt Charts, resource and cost item utilization spreadsheets with utilization graphs, and a full set of tools for making optimum resource assignment decisions. Importantly, DAVID’S COMPUTER AIDED DRAWING DESIGN (CADD) Planner is highly interactive for what-if decision-making support and includes multi-level undo/redo capability.

The Project Manager can use DAVID’S template capability to start a new project from a set of template project components that reflect the standard processes employed in the organization.

The project manager can break the project down into a set of work packages and assign each work package to a manager who is then responsible for defining the work package contents. Each work package manager can concurrently build the details of a specific work package.

The DAVID’S Project Manager can define task resource requirements initially using generic soft assignments that define the job classification and skills required on each task. Later, when the project has moved from planning through approval to actual execution, the Project Manager can use assign specific people to meet these soft assignments using DAVID’S DESIGN tools that match resource requirements (job classification and skills) to the people who can best meet these requirements based upon availability. The manager has flexible control over this resource assignment function and can broaden or narrow the scope of the filter used in matching requirements to people. The manager can choose to select people from a BRANCH proposed list or can choose to have CATS automatically fulfill the requirements on a set of selected tasks.

DAVID’S BRANCH provides the Project Manager with a flexible set of methods for project tracking. First, the manager can elect to track team member actual hours at the task level or at a higher parent task level in a project. Importantly, DAVID’S allows the Project Manager to select the task updating method from three options that provide for (1) team member timesheet updating with daily or weekly hours tracking, (2) task manager updating where assigned task managers provide the updates using a simple spreadsheet list approach, and (3) team member assignment updating where each team member updates his or her assignments using a simple spreadsheet list approach. With DAVID’S BRANCH, the Project Manager can select the tracking method that best fits on a project-by-project basis.

The timely identification and working of issues is an important part of the Project Manager’s and Team member’s jobs. In DAVID’S, Issues are managed as part of the body of project knowledge in the CATS Collaboration component. The Project Manager has visibility into the status of project Issues in DAVID’S Planner that tells the number of open and overdue issues that relate to specific tasks, work packages, and the project. The Project Manager can hot link to the relate issues in CATS Collaboration from DAVID'S Planner.

DAVID'S BRANCH provides the Project Manager with a powerful, built-in system for managing different versions of a project. When a project is initiated, it is in a Working version. The Project Manager can specify who has access to the working version. This access control allows a project to be planned through numerous iterations before it is approved and made available to a broader population. When a project is approved via the EARS and FIRM Project Control component, the Project Manager then publishes the project. Published projects are then typically made available to a larger set of organizations and specific people defined in the CATS and BUS Published access control list for the specific project. Additionally, the project manager can create additional versions of a project. This versioning comes in handy when, for example, a significant re-planning activity must be accomplished concurrently with the execution of the current baseline project.

Functional Manager

Responsibilities

The BRANCH Functional Manager supports projects in this matrix organization by implementing portions of a project that fall within the specific functional discipline. The Functional Manager often supports work on multiple projects.

DAVID'S BRANCH supports the role of the Functional Manager via the ability to breakdown a project into a set of Work Packages. DAVID'S Project Manager defines the Work Packages at the project level and assigns the Work Packages to specific Functional Managers. The Functional Manager uses DAVID'S BRANCH Planner component to plan and execute the Work Packages with access to all of the Planner features.

The Functional Managers can open and update any or all of their Work Packages independently from the overall project. When the Project Manager opens the project, he gets an automatic integration of all of the Work Packages.

Team Member

Responsibilities

The Team Member is responsible for performing assigned tasks based upon published schedules and for providing periodic updates to the tasks that define work accomplished and estimates of remaining effort required.

BRANCH integrates the Team Member into a fully collaborative work environment that provides online access to the “what and when” of work along with all of the documentation, issues, and discussion that reflect the body of knowledge associated with the work. The Team Member typically uses two BRANCH components, My Work and Collaboration. The My Work component provides the Team Member with a simple Overview view that highlights specific actions required on tasks, updates, and issues. The Team member uses this Overview to access other My Work views as appropriate.

The Team Member uses the My Work component to review task assignments and provide tracking updates in the update metaphor chosen by the project manager for each specific project. For example, the Team Member can view his task assignments via the “My Gantt” view that provides a fully interactive Gantt view of all of his tasks across multiple projects. The Team Member can then provide hours worked on each task assignment and an estimate of the remaining effort required using either a timesheet or simple assignment list metaphor.

If the Team Member is planning on taking some vacation or has a special work schedule change that will affect task scheduling, the Team member can specify these calendar changes in a Pending Calendar and send a calendar approval request to the Resource Manager for approval. DAVID’S BRANCH makes this calendar update process easy by providing a comparison of the current Active Calendar with the Pending Calendar for a quick review of what has changed. Upon Resource Manager approval, the Pending Calendar is moved to the Active Calendar for this Team Member. Project schedules always reflect the Active Calendars.

The Team Member uses the CATS Collaboration component to access the knowledge base for the projects and organizations. The Collaboration component allows issues, documentation, and discussions to be structured by either a project or an organization focus. Based upon CATS Collaboration access control settings, Team Members can post documents, create and participate in discussion topics, and work on assigned issues. If these items relate to projects, then they can be organized within the portfolio, project, and task structure as appropriate. If these items relate to organizations and not specific projects, then they can be placed within the organization tree as appropriate. BRANCH FIRM Documentation management includes support for multiple versions, checkout, and rollback.

Original Text Source:
http://www.sciforma.com/products/PSNext/PSNext_Roles_overview.htm

PSNext Roles
Web-based project management for the global enterprise.

Today's project management initiatives require a great deal of coordination and interaction from various areas of your business. Different types of users require different capabilities from a global enterprise project management solution. From the IT Administrator who needs to install and maintain the system to executives that need to establish objectives and review performance to the project team members who perform the work, everyone has a role to play to make your project a success.

PSNext has been designed to fully support the differing functions and responsibilities of the stakeholders that make your project management initiatives a success. We invite you to take a look through the different roles below and then follow the "More Information" link for the PSNext solution.

We always look forward to talking with you. At any time, if you have questions or comments, please call **800-533-9876** or email sales@sciforma.com.

PSNext Pricing
Web-based project management for the global enterprise.

PSNext offers a 100% web-based project management solution, providing users a rich, web-based client built upon the J2EE™ platform.

Licensing for PSNext is based on a user role-based system. For each user, an organization provides them access to specific PSNext components where each component requires a specific number of company owned tokens. As users change roles, their tokens can be moved around giving them only the access they need, and withdrawing access when they leave the team. Freed up tokens return to a company's "pool" for reassignment to new team members. The total number of tokens required is dependent upon the number of PSNext users and the PSNext components which they can access. Given the unique flexibility of PSNext token licensing and differing company needs, an organization pays for only the capabilities they need.

Please call 800.533.9876 or email sales@sciforma.com for pricing that is tailored towards your company's implementation.

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