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| **Diagram  Description automatically generated** | **BTEC NATIONAL AWARD LEVEL 3 IN IT**  |

**UNIT 9: IT PROJECT MANAGEMENT**  **(20156K)**

# CONTROLLED ASSESSMENT DATE SET: 31st January 2022

# Overall Aim *(See Assessment Objectives – https://qualifications.pearson.com/content/dam/pdf/BTEC-Nationals/Information-Technology/2016/specification-and-sample-assessments/specification-pearson-btec-level-3-national-diploma-in-information-technology.pdf)*

This controlled assessment has been written in order for you to show evidence that you can:

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| **Unit 9** |
| * Investigate the principles and methodologies of IT project management as used in industry
* Carry out a project initiation for an IT project
* Carry out the planning, execution, monitoring and controlling of an IT project, using an appropriate methodology
* Undertake the closure of a project by reflecting on the success of personal performance and the project outcome.
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During this summative assessment, to have a successful outcome and meet your next Benchmark, you must submit work for all the tasks highlighted **red** in this document. However, the college expects you to submit work relating to the **red** **and** **orange** text. You will be able to achieve the **best outcome** if your work covers the **red, orange** and **green** text.

Please note that all work must be submitted to Godalming Online by the published deadline. **The deadline is Friday by 4.15pm.** All work submitted **must be your own work**. Any reference to others’ work must be referenced in a Harvard style bibliography (see Godalming Online BTEC IT Resources (RQF)site). During this assignment any work submitted must be uploaded to Godalming Online BTEC Upload area. Do remember the assignment upload area on GOL has an upload limit of 20 files with file size limits. All work is passed through Turnitin plagiarism software. Plagiarism is a serious matter – please see Pearson BTEC Plagiarism Factsheet on GOL.

**CONTROLLED ASSESSMENT**

**31st January-4th February 2022 4:15pm**

**This is a compulsory activity.**

**At the beginning of this week you will be provided with a Unit 9 Controlled Assignment. You are requested to submit work to meet the requirements of the assignment. The work you submit must be your own work and you MUST not have copied or adapted any un-sourced work.**

**The work you submit must meet the requirements of Unit 9 and must be uploaded to Godalming Online (in the upload area provided for the Controlled Assessment). Only work submitted on-time to Godalming Online will be assessed for the unit’s Final grade and you will NOT have a chance to change the final decision.**

**The file name of each piece of submitted work must clearly identify the Unit and Criteria to which it relates.**

Scenario

**Following the success of their last games development venture, Dodgy Artists wants to expand their Games Development department and need to set up some planning systems to ensure the process of design runs smoothly.**

**They have decided to employ a project management expert (Greta Life) to oversee the process of developing new computer games. As the Junior Games Developer, for Dodgy Artists, management have chosen you to work with Greta and to utilize your expertise in project planning of some of the previous games design projects. They would like you to offer some CPD training to Greta focussing on the way in which Dodgy Artists expect their projects to be managed.**

**Time is tight before Greta starts actively managing some new projects. You have this week to demonstrate to Greta how you have been able to: carry out some research into planning techniques used in industry; develop project management skills of your own and use project management software to demonstrate that you can plan, monitor, execute and review the process of designing a new game.**

**You can choose any one of your previous projects to demonstrate to Greta how project management at Dodgy Artists operates.**

**LEARNING AIM A: INVESTIGATE THE PRINCIPLES AND METHODOLOGIES OF IT PROJECT MANAGEMENT AS USED IN INDUSTY**

**Task 1:**

**1(a)** Demonstrate to Greta that you have the PM knowledge, and are able to research and investigate the key principles and methodologies of IT project management as used in industry.

**1(b)** **Explain, using appropriate definitions, the characteristics of different methodologies applied in IT projects.**

**1(c) Explain the project management structures applied in different IT projects.**

**1(d)** Using your research and findings present a report to **compare, using appropriate definitions, the characteristics of different methodologies and structures applied in IT projects**

**1(e)** Extend the report so that you demonstrate that you can **evaluate, using appropriate definitions, the characteristics of different methodologies and structures applied in IT projects.**

**LEARNING AIMS B & C: CARRY OUT A PROJECT INITIATION FOR AN IT PROJECT &**

 **CARRY OUT THE PLANNING, EXECUTION, MONITORING & CONTROLLING OF AN IT PROJECT, USING AN APPROPRIATE METHODOLOGY**

**Task 2: Project Initiation for an IT Project**

**2(a) Research with some inconsistencies an IT problem, based on a given theme and scope out at least two alternative solutions.**

**2(b)** **Prepare with some inconsistencies a feasibility study on an IT project and select a preferred solution.**

**2(c) Assess consistently at least two adequately researched solutions to an IT problem on a given theme recommend the preferred solution.**

**2(d) Evaluate consistently and comprehensively at least two researched and realistic solutions to an IT problem on a given theme and justify, using logical chains of reasoning, a preferred solution.**

**Task 3: Planning a Solution for an IT Project**

**3(a)** **Plan with some inconsistencies and/or omissions the implementation of an IT project.**

**Task 4: Monitoring of a Project**

**4(a)** Dodgy Artists are keen for you to show Greta how a project might be executed and monitored using appropriate software.

**Task 5 Presentation of a Project Solution**

**5(a)** Explain to Greta how you have been able to:

* Present a game concept to stakeholders with some appropriate use of subject terminology.
* Present a game concept to stakeholders competently and with generally correct use of subject terminology.
* Present a game concept to stakeholders to near-professional standards and consistently using subject terminology correctly.

Greta might wish to also watch the video of your presentation.

**Execute with some inconsistencies and/or omissions the implementation of an IT project.**

**Monitor and control with some inconsistencies and/or omissions the implementation of an IT project.**

**Perform soundly and consistently appropriate project management processes to implement an IT-based project.**

**Perform consistently and effectively appropriate project management processes to implement an IT-based project.**

**LEARNING AIM D: UNDERTAKE THE CLOSURE OF A PROJECT BY REFLECTING ON THE SUCCESS OR PERSONAL PERFORMANCE AND THE PROJECT OUTCOME**

**Task 6: Closure of Project - Review of Planning, Performance and Product**

**6(a)** Dodgy Artists Management always expect a report to close each project. Therefore, for your selected project present Greta with your Project Closure Report in which you:

**Explain how project management skills were used in the management of an IT project.**

**Explain how relevant behaviours were applied during the management of an IT project.**

**Recommend improvements to the project management skills and behaviours applied during an IT project.**

**Demonstrate consistently good technical understanding and analysis of the project, including the effective application of relevant project management skills and behaviours.**

**THIS IS THE END OF THE CONTROLLED ASSESSMENT**

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| **YEAR 1 WORK EXPERIENCE PREPARATION WEEK 7-11 February 2022** |

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| **FEBRUARY HALF TERM 12-18 February 2022** |

Suggested Resources: BTEC IT Resources (RQF) site on Godalming Online.

Unit 9



