**Learning Objectives**

- Describe the steps involved when identifying and selecting projects and initiating and planning projects.

- Discuss the content of and need for a Baseline Project Plan.

**Projects Identification and Selection**

- A three-step process
  1. Identify potential IS projects
  2. Classify & rank projects
  3. Select project for development
1. Identify potential IS projects

- Projects are identified by
  - Top management
  - User departments
  - Steering committee
  - Functional mngrs or IS staff

- Top-Down identification
  - Senior management or steering committee
  - Focus on global needs of organization (top mgt)
  - Cross-functional focus (steering committee)

- Bottom-up identification
  - User departments or functional managers
  - Don’t reflect overall goals of the organization
  - Narrow an tactical focus

Note: Projects identified by IS Development group based on ease of integration with existing systems.

2. Classify & rank development projects

- Assessing the merit of potential projects

- Can be performed by
  - Top management
  - User departments
  - Steering committee
  - Functional mngrs or IS staff

- Criteria vary based on project, organization’s size, etc.

- Relative ranking guides project selection

3. Select IS development projects

- Ongoing activity b/c business condition changes over time

- Incremental commitment
  - Continuous reassessment of project after each phase

- Primary deliverable: schedule of IS projects
Project Initiation and Planning - PIP

- Many activities of PIP could also be completed during Systems Analysis
- Main actor: experienced system analyst (or team of system analysts)
- Objective is transforming vague system request into tangible project description

Baseline Project Plan

General rule: 10 to 20% of entire development effort should be expanded on PIP.

Project Initiation and Planning (cont.)

- Main deliverable is
  - Baseline Project Plan (BPP)
    - Internal document
- Baseline Project Plan (BPP) reflects estimates of the project’s …
  - Scope
  - Benefits
  - Costs
  - Risks
  - Resources