**UNIT-IV**

**MONITORING AND CONTROL**

**SESSION INPUTS**

**SESSION – 1**

**Web link –** [**www.notesengine.com**](http://www.notesengine.com)

**Content: Recap: Unit-3**

**Methodology: Quiz**

* We can divide the learners into three groups namely A, B and C.
* We can ask questions from Today’s topic
* Time duration for answering is 5 seconds
* Finally the winning team will be appreciated.
* Sample questions are
1. Define project.
2. List the steps to be followed for project schedule.
3. Mention the advantages of project scheduling.
4. Define activities.
5. List out the approaches for identifying activities.
6. Define activity based approach.
7. Define product based approach.
8. Define hybrid approach.
9. Define scheduling activities.
10. Draw the bar chart for scheduling activities.
11. Define dummy activities.
12. List out the advantages of dummy activities.
13. Tell the use of dummy activities.
14. Explain how dummy activity works.
15. Define forward pass.
16. List the advantages of forward pass.
17. Draw the typical product life cycle cash flow.
18. Define cash flow forecasting.
19. Define risk evaluation.
20. Define risk management.
21. Define activity standard deviation.

**Content: Introduction on frame work**

**Methodology: Presentation**

* We can ask learners to list out their ideas about frame work.
* From the learners input we can tell them which are necessary to that topic.
* We can give explanation about that topic using PPT presentation.

**Content: creating framework**

**Methodology: Board activity**

* We can call learners to write example for creating framework and we make them to explain.
* The learner will be appreciated by all the learners.

**Content: Conclusion**

**Methodology: Question and Answer**

1. Define framework.
2. Define creating framework.
3. List the steps for creating framework.
4. Advantages of creating framework.
5. What is the need for creating framework?

**SESSION - 2**

**Content: progress report structure**

**Methodology: Presentation (Activity changed)**

* We can ask learners to list out their ideas about Progress report structure.
* From the learners input we can tell them which are necessary to that topic.
* We can give explanation about that topic using PPT presentation.

**Content: Categories of reporting & Assessing progress**

**Methodology: Presentation**

* We can ask learners to list out their ideas about Categories of reporting and assessing Progress.
* From the learners input we can tell them which are necessary to that topic.
* We can give explanation about that topic using PPT presentation.

**Content: Examples**

**Methodology: Group activities**

* We can divide the learners into three groups namely A, B and C.
* We can give today’s topic and make learners to prepare points given by the staff.
* We can give 10 minutes time.
* Finally one learner form each team will stand and explain their ideas.
* Finally the winning team will be appreciated who gave best points.
* From the learners point we can present our topic using PPT.

**Content: Conclusion**

**Methodology: Questions and answers**

* We can divide the learners into three groups namely A, B and C.
* We can give keywords from today’s topic
* Time duration for answering is 5 seconds
* Finally the winning team will be appreciated.
* Sample questions are
1. Define progress.
2. List the categories of reporting progress.
3. How to assess the progress.
4. Explain the categories of reporting.

**SESSION – 3**

**Web link - -** [**www.notesengine.com**](http://www.notesengine.com)

**Content: Setting check points**

**Methodology: Presentation**

* We can ask learners to list out their ideas about Setting check points.
* From the learners input we can tell them which are necessary to that topic.
* We can give explanation about that topic.

**Content: Taking snapshots**

**Methodology: Demo**

* We can show demo on taking snapshot using computer.

**Content: Conclusion**

**Methodology: Question and answer**

* We can divide the learners into three groups namely A, B and C.
* We can ask questions from today’s topic
* Time duration for answering is 5 seconds
* Finally the winning team will be appreciated.
* Sample questions are
1. Explain setting checkpoints.
2. Define checkpoints.
3. How to set check point.
4. List the advantages of setting checkpoints.
5. Define snapshot.
6. List out the advantages of taking snapshot.

**SESSION – 4**

**Web link -** <http://www.csetube.in/2/post/2012/12/software-project-management-spm-it-73-it2403-bob-hughes-and-mike-cotterell-tata-mcgraw-hill-book-updated.html>

**Content: Collecting the data**

**Methodology: Presentation**

* We can ask learners to list out their ideas about collecting the data.
* From the learners input we can tell them which are necessary to that topic.
* We can give explanation about that topic.

**Content: Example**

**Methodology: Group activity**

* We can divide the learners into three groups namely A, B and C.
* We can give today’s topic and make learners to prepare points given by the staff.
* We can give 10 minutes time.
* Finally one learner form each team will stand and explain their ideas.
* Finally the winning team will be appreciated who gave best points.
* From the learners point we can present our topic using PPT.

**Content: Conclusion**

**Methodology: Question and answer**

* We can divide the learners into three groups namely A, B and C.
* We can ask questions from today’s topic
* Time duration for answering is 5 seconds
* Finally the winning team will be appreciated.
* Sample questions are
1. Define data.
2. List the steps to collect the data.
3. List the advantages of collecting the data.
4. Give example for collecting the data.

**SESSION – 5**

**Web link -** <http://www.csetube.in/2/post/2012/12/software-project-management-spm-it-73-it2403-bob-hughes-and-mike-cotterell-tata-mcgraw-hill-book-updated.html>

**Content: Visualizing process**

**Methodology: Presentation**

* We can ask learners to list out their ideas about visualizing process.
* From the learners input we can tell them which are necessary to that topic.
* We can give explanation about that topic.

**Content: Gantt chart, Timeline chart**

**Methodology: Group Activity**

* We can divide the learners into three groups namely A, B and C.
* We can give today’s topic and make learners to prepare points given by the staff.
* We can give 10 minutes time.
* Finally one learner form each team will stand and explain their ideas.
* Finally the winning team will be appreciated who gave best points.
* From the learners point we can present our topic using PPT.

**Content: Conclusion**

**Methodology: Question and answer**

* We can divide the learners into three groups namely A, B and C.
* We can ask questions from today’s topic
* Time duration for answering is 5 seconds
* Finally the winning team will be appreciated.
* Sample questions are
1. Define visualizing process.
2. Define Gantt chart.
3. Define timeline chart.
4. Explain visualizing process with example,
5. What is the use of Gantt chart?
6. List the uses of timeline chart.

**SESSION – 6**

**Web link –** [**www.csetube.in**](http://www.csetube.in)

**Content: Cost monitoring**

**Methodology: Presentation**

* We can ask learners to list out their ideas about Cost monitoring.
* From the learners input we can tell them which are necessary to that topic.
* We can give explanation about that topic using PPT presentation.

**Content: Earned value and monitoring earned value**

**Methodology: Demo**

* We can show demo on earned value and monitoring earned value.

**Content: Conclusion**

**Methodology: Questions and Answers**

* We can divide the learners into three groups namely A, B and C.
* We can ask questions from today’s topic
* Time duration for answering is 5 seconds
* Finally the winning team will be appreciated.
* Sample questions are
1. Define cost monitoring.
2. Define earned value.
3. Tell the uses of cost monitoring.
4. How to monitor the earned value?

**SESSION – 7**

**Web link -** [**www.csetube.in**](http://www.csetube.in)

**Content: Prioritizing monitoring**

**Methodology: Presentation**

* We can ask learners to list out their ideas about prioritizing monitoring.
* From the learners input, we can tell them which are necessary to that topic.
* We can give explanation about that topic using PPT presentation.

**Content: Getting project back to target**

**Methodology: Group Activity**

* We can divide the learners into three groups namely A, B and C.
* We can give today’s topic and make learners to prepare points given by the staff.
* We can give 10 minutes time.
* Finally one learner form each team will stand and explain their ideas.
* Finally the winning team will be appreciated who gave best points.
* From the learners point we can present our topic using PPT.

**Content: Conclusion**

**Methodology: Question and answer**

* We can divide the learners into three groups namely A, B and C.
* We can ask questions from today’s topic.
* Time duration for answering is 5 seconds.
* Finally the winning team will be appreciated.
* Sample questions are
1. Define prioritizing monitoring.
2. Define priority.
3. What are the steps for prioritizing monitoring?
4. What are the uses of prioritizing monitoring?
5. How to get back to project task?

**SESSION – 8**

**Web link –** [**www.notesengine.com**](http://www.notesengine.com)

**Content: change control and managing contracts**

**Methodology: Presentation**

* We can ask learners to list out their ideas about change control and managing contracts.
* From the learners input we can tell them which are necessary to that topic.
* We can give explanation about that topic using PPT presentation.

**Content: Example**

**Methodology: Demo**

* We can show demo for identifying project activities.

**Content: Conclusion**

**Methodology: Question and Answer**

* We can divide the learners into three groups namely A, B and C.
* We can ask questions from today’s topic.
* Time duration for answering is 5 seconds.
* Finally the winning team will be appreciated.
* Sample questions are
1. Define change control.
2. Define managing contracts.
3. What is the use of change control?
4. How to manage the contracts?
5. Define the contracts.

**SESSION – 9**

**Web link –** [**www.notesengine.com**](http://www.notesengine.com)

**Content: Stages in contract placement and requirement analysis**

**Methodology: Presentation**

* We can call learners to write points about contract placement and requirement analysis.
* The learner will be appreciated by all the learners.
* We can explain the topic “contract placement and requirement analysis using PPT presentation.

**Content: Invitation to tender**

**Methodology: group Activity**

* We can divide the learners into three groups namely A, B and C.
* We can give today’s topic and make learners to prepare points given by the staff.
* We can give 10 minutes time.
* Finally one learner form each team will stand and explain their ideas.
* Finally the winning team will be appreciated who gave best points.
* From the learners point we can present our topic using PPT.

**Content: Conclusion**

**Methodology: Question and Answer**

* We can divide the learners into three groups namely A, B and C.
* We can ask questions from today’s topic.
* Time duration for answering is 5 seconds.
* Finally the winning team will be appreciated.
* Sample questions are
1. Define contract management.
2. Define contract placement.
3. Define evaluation plan.
4. What is invitation to tender?
5. List the uses of evaluation plan.

**SESSION – 10**

**Web link –** [**www.notesengine.com**](http://www.notesengine.com)

**Content: Typical terms of contract and contract management**

**Methodology: Presentation**

* We can ask learners to list out their ideas about contract management.
* From the learners input we can tell them which are necessary to that topic.
* We can give explanation about that topic using PPT presentation.

**Content: Baseline budget (Content beyond the syllabus)**

**Methodology: Presentation**

* We can ask learners to list out their ideas about Baseline budget.
* From the learners input we can tell them which are necessary to that topic.
* We can give explanation about that topic using PPT presentation.

**Content: Conclusion**

**Methodology: Question and Answer**

* We can divide the learners into three groups namely A, B and C.
* We can ask questions from today’s topic.
* Time duration for answering is 5 seconds.
* Finally the winning team will be appreciated.
* Sample questions are
1. Define Contract management.
2. Explain contract management with example.
3. Explain baseline budget.
4. Tell the uses of baseline budget.
5. Tell the uses of contract management.

**SESSION – 11**

**Web link –** [**www.notesengine.com**](http://www.notesengine.com)

**Content: Acceptence**

**Methodology: Presentation**

* We can ask learners to list out their ideas about Acceptance.
* From the learners input we can tell them which are necessary to that topic.
* We can give explanation about that topic using PPT presentation.

**Content: Example**

**Methodology: group Activity**

* We can divide the learners into three groups namely A, B and C.
* We can give today’s topic and make learners to prepare points given by the staff.
* We can give 10 minutes time.
* Finally one learner form each team will stand and explain their ideas.
* Finally the winning team will be appreciated who gave best points.
* From the learners point we can present our topic using PPT.

**Content: Conclusion**

**Methodology: Question and Answer**

* We can divide the learners into three groups namely A, B and C.
* We can ask questions from today’s topic.
* Time duration for answering is 5 seconds.
* Finally the winning team will be appreciated.
* Sample questions are
1. Define acceptance.
2. What acceptance test?
3. Explain about warranty period.
4. What is internal test plan?
5. Explain about payment schedule.