

IT 510 Milestone Two Guidelines and Rubric

You will submit your **Project Plan**. The project plan is a Word document that is a combination of a written explanation of the Project Plan and the explanation of the Control Plan. The WBS and timeline are represented with screenshots of the Gantt chart, resource chart, and cost table. Ensure each chart and graph is properly noted and has text explanation.

Specifically the following critical elements must be addressed:

- IV. **Project Plan:** Illustrate your recommended implementation and management strategies. Be sure to include screenshots of all relevant diagrams, charts, and tables.
- a) **Work Breakdown Structure:** Describe all of the essential roles and functions required for implementing the solution. Who will be doing the work and what, specifically, will they need to do?
 - b) **Project Monitoring and Control Plan:** How are you going to ensure that the project is going smoothly? What is your plan of attack to ensure that all controls are adhered to? What is the defined critical path? Be sure that you frame your response for communicating effectively to your target audiences. [
 - c) **Timeline:** What is the estimated amount of time for implementation? Create a visual representation that captures your timeline (e.g., Gantt chart) based on the systems development life cycle.

Rubric

Guidelines for Submission: Milestone Two should follow these formatting guidelines: 2–3 pages, double-spacing, 12-point Times New Roman font, one-inch margins, and citations in APA.

Critical Elements	Exemplary (100%)	Proficient (90%)	Needs Improvement (75%)	Not Evident (0%)	Value
Work Breakdown Structure	Meets “Proficient” criteria and selects insightful examples that demonstrate a nuanced assessment of the relationship of IT systems implementation processes	Describes all of the essential roles and functions required for implementing the solution with specific examples	Describes the implementation of the solution, but does not include all essential roles and functions or does not include specific examples	Does not describe the implementation of the solution	30
Project Monitoring and Control Plan	Meets “Proficient” criteria and plan reflects an in-depth evaluation of the paradigms, processes, and activities of IT systems	Includes a project monitoring and control plan that addresses all necessary controls and defines the critical path in a manner suitable for the target audiences	Includes a project monitoring and control plan, but does not address all necessary controls or define the critical path in a manner suitable for the target audiences	Does not include a project monitoring and control plan	30

Timeline	Meets “Proficient” criteria and visual representation reflects an in-depth examination of the systems development life cycle	Creates a visual representation of an appropriate timeline for implementing the solution based on the systems development life cycle	Creates a visual representation of the timeline for implementing the solution, but it is not fully appropriate based on the systems development life cycle	Does not create a visual representation of the timeline for implementing the solution	30
Articulation of Response	Submission is free of errors related to citations, grammar, spelling, syntax, and organization and is presented in a professional and easy-to-read format	Submission has no major errors related to citations, grammar, spelling, syntax, or organization	Submission has major errors related to citations, grammar, spelling, syntax, or organization that negatively impact readability and articulation of main ideas	Submission has critical errors related to citations, grammar, spelling, syntax, or organization that prevent understanding of ideas	10
Earned Total					100%