

Managing a Project Schedule Grading Guide

**CPMGT/300 Version 10**

Project Management

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# Individual Assignment: Managing a Project Schedule

## Purpose of Assignment

The work breakdown structure (WBS) fulfills the role of ensuring the project scope is met and is a means for achieving accurate estimates for resources, risk, cost, and time. The WBS is a way of formalizing the project requirements. It ensures all of the requirements for project deliverables, resources, and time are addressed in one document. How these resources are managed is an important aspect of project management.

# Grading Guide

| ***Content*** | *Met* | *Partially Met* | *Not Met* | Comments: |
| --- | --- | --- | --- | --- |
| The student explains what differentiates a list of project requirements from a work breakdown structure (WBS). |  |  |  |  |
| The student showcases the importance of developing a WBS to manage a project. |  |  |  |  |
| The student explains how the WBS contributes to the success of a project. |  |  |  |  |
| The student provides the tools they use to monitor the schedule once the project schedule is finalized. |  |  |  |  |
| The student explains how over allocated resources are handled. |  |  |  |  |
| The student provides advantages and disadvantages to fast tracking a project. |  |  |  |  |
| The paper is 1,050 to 1,400 words in length. |  |  |  |  |
|  |  | ***Total Available*** | ***Total Earned*** |  |
|  |  | 7 | #/7 |  |

| ***Writing Guidelines*** | *Met* | *Partially Met* | *Not Met* | Comments: |
| --- | --- | --- | --- | --- |
| The paper—including tables and graphs, headings, title page, and reference page—is consistent with APA formatting guidelines and meets course-level requirements. |  |  |  |  |
| Intellectual property is recognized with in-text citations and a reference page. |  |  |  |  |
| Paragraph and sentence transitions are present, logical, and maintain the flow throughout the paper. |  |  |  |  |
| Sentences are complete, clear, and concise. |  |  |  |  |
| Rules of grammar and usage are followed including spelling and punctuation. |  |  |  |  |
|  |  | ***Total Available*** | ***Total Earned*** |  |
|  |  | 3 | #/3 |  |

| **Assignment Total** | **#** | **10** | **#/10** |  |
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| Additional comments: | | | | |