

Information Processing and Management

Unit 4 July 2003 Holiday Homework

Learning Objectives

- To revise the components of a computer system from Unit 3
- To investigate technology to meet the needs of an organisation
- To be confident in talking about components of a computer system
- To identify new technology and how it might be used in an organisation
- To prepare a project management plan for a customer
- To be able to use new terminology; Project Management Plan, Gantt Chart

Part 1

Julianne Nemo is looking at upgrading her computer in her office at 'Jules Verne Adventures'. She has \$3,000 to spend and she needs the computer installed by the end of July 2003. She has given you a list of what she thinks she wants the computer to do:

- | | |
|------------------------------|---|
| ▪ Colour printer | ▪ Scanner |
| ▪ Monitor | ▪ Software and Hardware to update her web site. |
| ▪ Backup device and strategy | |

Your task is to **write up a proposal**, in the form of a formal letter, and submit it first day back (Tuesday 15th July, 2003). Your proposal must justify what you are going to spend your money on and who you would buy it from.

Things to consider:

- Based on what you know, what are the needs of Julianne?
- What new technologies might benefit Julianne and her organisation?
- How fast will your 'choice' go out of date?
- What software will suit Julianne's needs?

Part 2

Read from page 135 – 137 of your text book (Potts).

Include in your response back to Julianne a **Project Management Plan**. This will consist of the following:

- **Description** of the Project
- Identification of the Project **Deadline**
- **Gantt Chart** that lists the tasks that you would have to perform to both research and then implement the 'roll out' of a computer solution for Julianne and her business. Your Gantt chart will indicate how long it took to investigate your solution and how long Julianne will have to wait for her computer.

Your Part 2 should be no more than 1 A4 page.

Consider the following:

- How long will it take you to do the research?
- How long does Julianne have to wait for her new computer?
- What is a milestone?

You will be graded by the professional presentation of your solution, rationale you use to justify your choice of purchase and the thoroughness of your project management plan