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## Wk 4 - Apply: Summative Assessment: Organize a Project [due Day 7]

### Exam Content

This assignment is intended to help you use leadership skills to gather project members from cross-functional departments and skill sets and lead them in the fulfillment and implementation of a mock project.

**Discover** the various responsibilities of a project manager by organizing a project. See Chapter 19, sections 19.9 and Cases.

**Apply** project management tools and a PM outline type of your choice to structure and plan the project by defining, planning, and controlling. The project will be a continuation of how to improve the process you chose in Weeks 1 and 2.

**Create** a 10- to 12-slide PowerPoint presentation (supported by Excel and Word as needed), with detailed speaker notes, that includes the following:

- Project description
- Project Management Charts (Critical Path, Gant Chart, etc.)
- Improved Process Flowchart from Week 1
- Meeting cadence/rhythm and timing
- Metrics to measure the project's success
- Financial and budgetary considerations
- Description of the project reporting structure

**Cite** references to support your assignment.

**Format** your assignment according to APA guidelines.

**Submit** your assignment.

### Resources

- [Center for Writing Excellence \(https://multimedia.phoenix.edu/cms/cwe/\)](https://multimedia.phoenix.edu/cms/cwe/)
- [Reference and Citation Generator \(https://multimedia.phoenix.edu/cms/citation\)](https://multimedia.phoenix.edu/cms/citation/)
- [Grammar Assistance \(https://multimedia.phoenix.edu/cms/202010168/\)](https://multimedia.phoenix.edu/cms/202010168/)

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