###### Project Overview

In this project you will essentially go through the stages of project management (i.e. Defining the project scope, Project time, project cost, human resources, project communications, project risk, and project procurement) for a case study given to you. You will be using the MS Project 2010 for the project. Your grade will be based on your analysis and quality of final report.

###### Case Study: Manage Your Health, Inc.

Manage Your Health, Inc. (MYH) is a Fortune 500 company that provides a variety of health care services across the globe. MYH has more than 20,000 full-time employees and more than 5,000 part-time employees. MYH recently updated its strategic plan, and key goals include reducing internal costs, increasing cross selling of products, and exploiting new web-based technologies to help employees, customers, and suppliers work together to improve the development and delivery of its health care products and services.

One project that MYH, Inc. is considering is Recreation and Wellness Intranet(RWI) project. The project involves designing and implementing an application on the current Intranet to help employees improve their health. A recent study found that MYH, Inc. pays 20 percent more than the industry average for employee health care premiums, primarily due to the poor health of its employees. The organization believes that this application will help improve employee health within one year of its roll out so that it can negotiate lower premiums, saving about $50/employee/year for full-time employees over the next four years. This application would include the following capabilities:

* Allow employees to register for company-sponsored recreational programs, such as soccer, softball, bowling, joggling, walking, and other sports
* Allow employees register for company-sponsored classes and programs to help them manage their weight, reduce stress, stop smoking, and manage other health-related issues.
* Track data on employee involvement in these recreational and health management programs
* Offer incentives for people to join the programs and do well in them (i.e., incentives for achieving weight goals, winning sports team competitions, etc.)

Managers at MYH have appointed you as the project manager for the Recreation and Wellness Intranet (RWI) Project. Your first task is to put the project team together. After considering various aspects of the project you have decided to include the following individuals in the team:

1. A systems analyst (John)
2. A web design expert (Linda)
3. A web programmer (Susan)
4. A network specialist (David)
5. A business analyst (Mark)

The support staff will include:

1. One person from Human Resources Department (James)
2. One person from Accounting/Finance Department (Cassandra)
3. Project secretary (Norreen)

You will develop and administer a survey to solicit input from all employees about this new system and make sure it will be user-friendly.

**Requirements:**

**Prepare a detail report, as outlined below. Include a copy of MS Project file in your submission. ALL RELEVANT DATA MUST BE INCLUDED IN THE REPORT. NO ADDITIONAL FILES PLEASE.**

**Final Report Outline**

1. **Cover page**
2. **Executive Summary (1 page)**
3. **Introduction**
4. **Develop project scope statement**
5. **Develop project Work Breakdown Structure (WBS) (Breakdown the work to level 2 or level 3, as appropriate).**
6. **Develop project time including Gantt and PERT Diagrams**
7. **Develop project costs**
8. **Identify and explain project quality issues**
9. **Develop Responsibility Assignment Matrix for the project**
10. **Develop project communications including outline for monthly progress reports**
11. **Identify and discuss project risks**
12. **Develop project procurement plan**
13. **Conclusion**
14. **References (textbook and external)**
15. **Appendix**