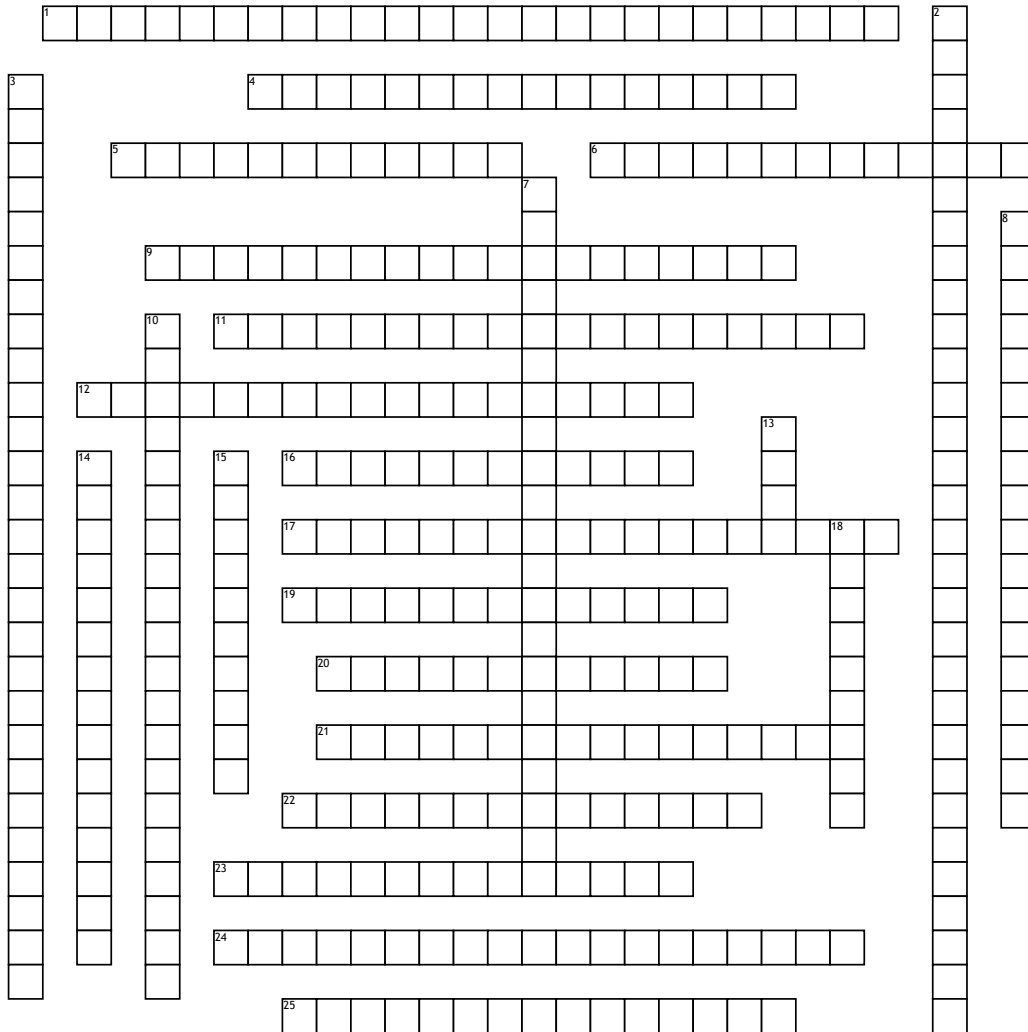


Name: _____

Date: _____

Unit 1:Project Life Cycle



Across

1. a list of topics for discussion at the final project meeting with the project team and customer to discuss project wins and challenges.

4. a consolidated electronic view of project status metrics. Dashboards are typically available within a project management software tool, such as Microsoft Project

5. a document that describes the background of a particular business and the reasoning for initiating a new project, including why the project is worth the investment.

6. a table of project risks with risk analysis and response details updated periodically throughout the project.

9. project artifacts created by the project manager in collaboration with the project team at any point in the project life cycle to document project activities, communications, and progress.

11. used to review the main sections of the project charter during the kickoff meeting.

12. a document that describes how project costs will be planned, funded, and controlled.

16. project artifacts created by members of the project team, e.g., developers and testers during the planning or execution phases of the project life cycle to create and deliver the product requested by the customer.

17. project artifacts created by the project manager with input from the customer and project team early in the project during project initiation or planning to document processes and describe how the project will be managed, controlled, and delivered.

19. a proposal to implement a change to a product or project

20. details about the product, e.g., software, documented during the planning phase so that software developers know what to code and testers know what to test.

21. Tasks that a person may or may not complete, but they have decision-making authority and are the main point of contact if questions arise.

22. : information about what the project team thought went well, what they struggled with, and what they learned throughout the project.

23. details of how to transfer support of the product from the project team to the operations team after the software is delivered.

24. a document detailing project progress, including activities carried out, tasks completed, and milestones reached.

25. a high-level document summarizing the general project information, problems, goals, deliverables, scope, schedule, resources, benefits, and risks.

Down

2. metrics used to determine whether the project is on track.

3. a document detailing project stakeholders and their individual needs, interests, and potential impact on project success.

7. a document that establishes a project's outcome, how and when that outcome will be achieved, who will be involved in the project and what roles they will play, and how the project will be measured and communicated.

8. The boundaries set to determine when a deliverable is completed and acceptable to the customer.

10. software features and functionality required to execute the business workflow and/or meet business guideline and standards.

13. human-readable instructions of a software application.

14. anything created by project team members or collaborators to record project-related information, e.g., project plans, deliverables, progress reports, and presentations.

15. dependency is a task that relies on the completion of another task to start.

18. steps taken by the project team to test the software and associated test results.

Word Bank

Project close meeting agenda

Code

Transition plan

Cost management plan

Lessons learned

Business Case

Project dashboard

Key performance indicators (KPIs)

Deliverables

Communication management plan

Project artifact

Acceptance criteria

Supporting documents

Project status report

business requirements

Risk register:

Essential documents

Change request

Test cases

Project charter:

Dependency

Project management plan

Accountabilities

Kickoff presentation

Requirements