

ULTIMATE GRADUATION PARTY

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M.S. in Project Management

Spring 2022

Granite State College

PROJECT PURPOSE

- Supports my overall personal and professional development
 - Something to look forward to
 - Increases motivation
- Provides guests with a fun, memorable experience

PROJECT SCOPE

- Graduation Party
- Ocean-themed
- 45 people on 7/29/2022



<https://www.publicdomainpictures.net/pictures/30000/nahled/dj-at-work.jpg>



https://cdn0.weddingwire.com/vendor/981863/3_2/960/jpg/1437883539089-treatsbluebeach.jpeg

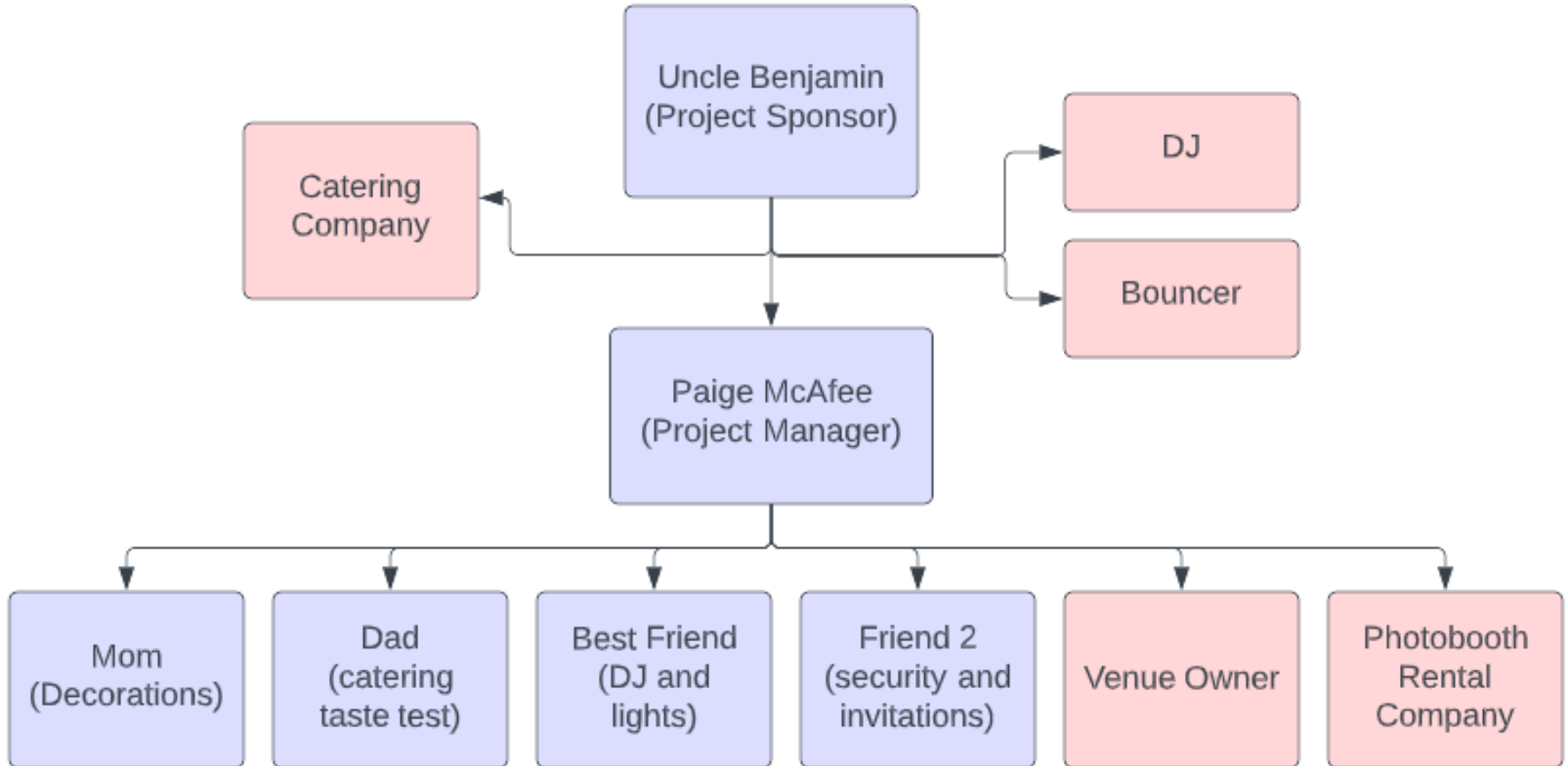


<https://pxhere.com/en/photo/1395722>



<https://pixnio.com/media/new-year-nightlife-party-celebration-nightclub-2>

TEAM MEMBERS AND STAKEHOLDERS

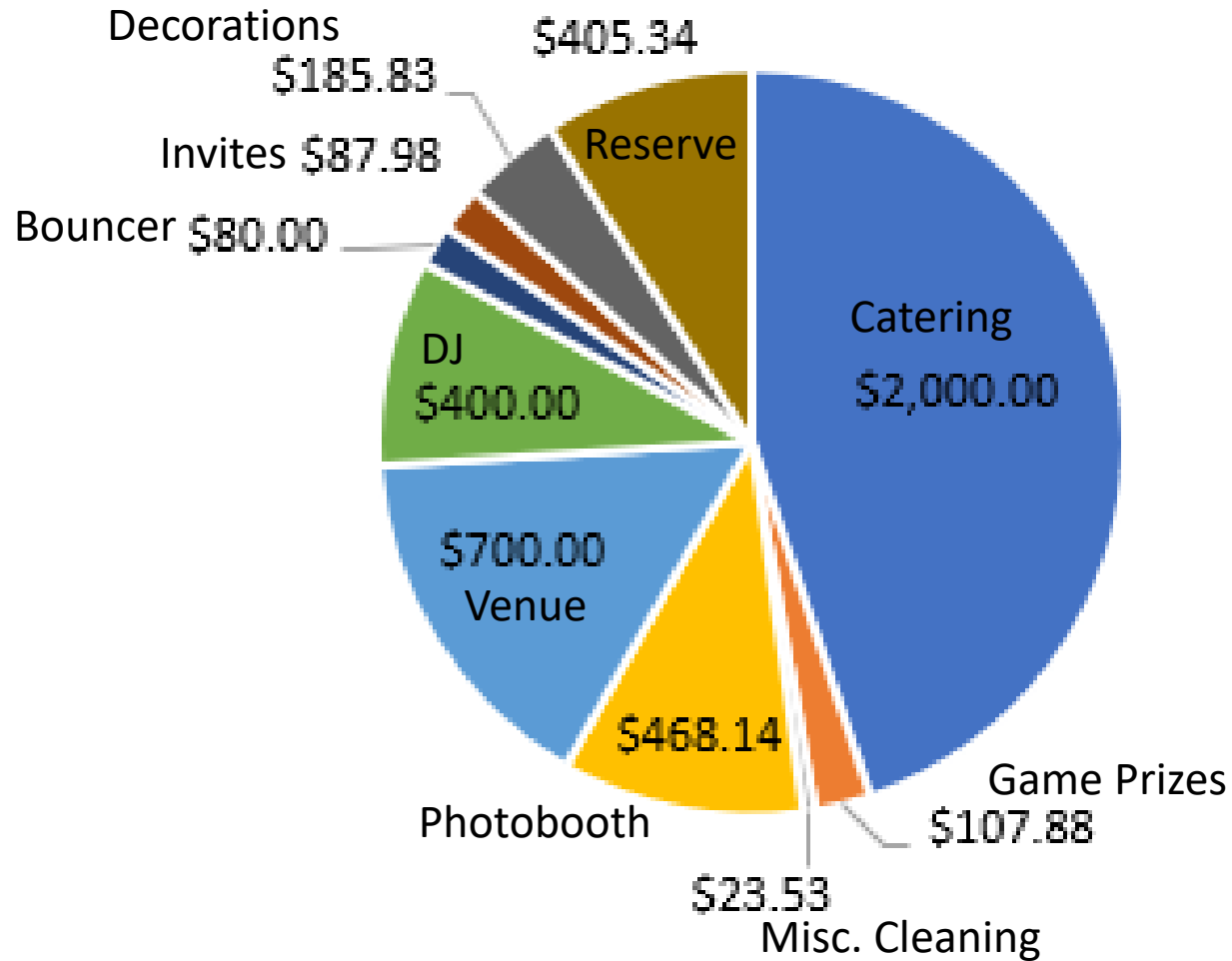


MILESTONES AND SCHEDULE

- Project start
- Bookings complete
- Send invitations
- Reservations and purchases complete
- RSVP list complete
- Day of party
- Seating area set up complete
- Decorations set up complete
- DJ booth set up complete
- Catering set up complete
- Photobooth set up complete
- Entrance set up complete
- Party start
- Games
- Clean up
- Project finish



PROJECT BUDGET

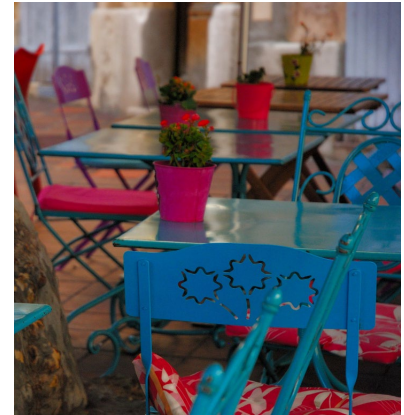


RISKS AND ISSUES

- Thunderstorms delayed purchasing and ingredients shipment
 - Shopped after storm subsided
- Only 35 people RSVP'd
 - Altered seating area set-up



<https://pxhere.com/en/photo/1593516>



<https://pxhere.com/en/photo/1183220>

RESULTS

- Party starts and ends on-time
 - Scheduled preparations appropriately
- 100% of RSVPs show up
 - Date, entertainment, etc. clearly communicated
 - All partygoers arrive in costume
 - Clearly communicated on invitation
- Less than 33% of partygoers leave early
 - Interesting food and entertainment

LESSONS LEARNED

- Use WBS to create schedule
- Account for inclement weather in Risk Register
- Outsource activities when necessary to free up team members
- Use visuals to clearly communicate progress



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