MS Project Familiarization

Name

Institution Affiliation

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MS Project from a User Experience Standpoint

From a user experience viewpoint, MS Project is extremely easy to use, and it facilitates the production of simple reports. Moreover, the application has a user-friendly interface that simplifies navigation to different features and makes it easier for users to access its inbuilt aspects. Again, the application does not require technical knowledge as it has positioned the essential core features easily accessible.

Challenges of using MS Project in this Course

There is some difficulty in integrating applications like MS Word and MS Excel with MS project, and this is because MS Project possesses expert features compared to the average MS Excel and MS Word. Because of this, it is hard to shift the activities performed in MS Project to other applications that can be integrated with it. There is a distortion of data when work is moved from MS Project to other applications resulting in a loss of reliability. Additionally, MS Project has a multitude of features that even when customized to coursework suitability lead to a wastage of time. It seems that the application was created for institutions than for schools.

There are issues in the design and operation of MS Project that make it inappropriate for tutoring. The intended use for the application seems to be for management aims. Supervisors employ the application in creating plans, allocating resources to different responsibilities, assessing workloads, monitoring progress, and handling costs in various sections. However, applying this software for coursework will be inappropriate because it does not possess the elements that are required to support class learning. Furthermore, since the application is

intricate in its use, there will be a need for receiving training in its utilization. This is an extra expense to the user when considering resources and time.

Importance of MS Project over other tools. MS Project makes it possible to not only devise a schedule but to view a project through the timeline of preparation, tracking, and reporting. Moreover, the process of importing an MS Excel plan to MS Project is streamlined by utilizing MS Project's step-by-step instructions to place Excel columns to Project columns. Afterward, it becomes possible to change the task list from MS Excel into tasks, stages, and objectives which delineate the scope of the project described as WBS (work breakdown structure) (PM Foundations, 2014). MS Project possesses the aspects that one requires to swiftly set-up and keep the work breakdown structure. The next phase is to form a life cycle by delineating dependencies and the periods for tasks. Finalizing the schedule incorporates establishing and distributing resources. When this is finished, the task relationships can be represented by reports and graphs simplifying the sharing of information.

What is more, MS Project is essential for tracking and evaluating the progress of reports. In the application, once an augmented schedule has been ratified, it becomes easier to keep a copy of the original plan by establishing a baseline. Conversely, in MS Excel, this would need manually filling extra baseline columns. However, with MS Project, once you have set the baseline, the limitations of the project are handled by contrasting the evolving plan with the baseline that has been saved. This makes it possible to monitor progress, identify issues, and enforce appropriate actions utilizing the inbuilt tools. Furthermore, MS Project offers its users the opportunity of managing resources through outlining the relevant related data and local project resources in a separate window. There is an assignment tool that can be applied to incorporating multiple resources to a single task, adding resources to tasks or various resources

to several tasks. In comparison, this is a burdensome process in MS Excel as it involves designing and connecting worksheets.

References

PM Foundations. (2014). Using MS Project to Manage Project Performance. Retrieved from https://pm-foundations.com/category/using-ms-project-to-manage-project-performance/