# Project Management

Models and methods deployed by Conpleks

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#### Overview

- Project types
- Project phases
- Reporting
- Documentation



## Project types

#### **Research projects**

- New technology
- Experimentation and learning
- Project scope may vary from start to end
- Dynamic set of requirements
- Unexpected benefits common
- Typically an agile development model approach

#### **Development projects**

- Known technology
- Ability to define deliveries from project start
- Static set of requirements
- Focus is on delivering the expected outcome in time and on budget
- Typically a waterfall development model approach

A Conpleks project may start as a research project in the first stage and end as a development project in a second stage

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### How we work at Conpleks

Four phases of the development process





#### Project phases

- Analysis Phase To ensure that the development project is kicked-off correctly, we start by doing a thorough, professional analysis of the product and project, focusing on:
  - implementation proposals
  - relevant technologies
  - required development tasks
  - associated risks
- Study Phase In the study phase, we create an overview of the various ways to reach the goal. When we have found the most suitable way, we prepare a product proposal and a project plan, including:
  - overall design and technologies
  - suggested components and designs
  - time plan, budget and success criteria
  - required resources and competencies
- Development Phase In the development phase, we perform the actual product development. This normally consists of:
  - determination of the final design both high-level and detailed
  - execution of the actual design projects
  - co-ordination of parallel project-tracks, for example, hardware, software and mechanical design
  - choice of test equipment and definition of test environments
- **Conclusion Phase** Before project completion, Conpleks Innovation does the following:
  - assessment of production- and product quality
  - clarification of the supply chain
  - handling of product certifications
  - design of packaging material, if required



### Project framework

The framwork for the project is initially defined in the Project Initiation Document (PID), comprising:

- Business objectives and project objectives
- Project scope
- Assumptions and constraints
- Success criteria
- Organization, Authorities & Stakeholders
- Primary aspects of the solution
- Project plan, time plan, shipment plan, roadmap
- Project documentation
- Administrative procedures
- Quality ensurance
- Risk management
- Patent options



## **Requirements handling**

- System requirements may be provided by the customer as project input, or they
  may be derived by Conpleks as part of system analysis/design
- System requirements are captured by a Main Requirement Specification (MRS) which is handshaked with the customer
- Requirement fulfillment is tracked with the Statement of Compliance (SoC)
- Test are specified with a defined test strategy and related test specifications, matching the system requirements (Statement of Testability, SoT)
- Test results/approvals are documented with the Statement of Verification (SoV)
- Requirement documents (MRS, SoC, SoT, SoV) are based on templates designed by Conpleks



### Example of MRS template

ID ref. no.	Date entered / date modified	Requirement Source	Requirement Title	Requirement Text	HW / SW / MECH / ALL	M / R / O	Phase 1	Phase 2	Comments
MRS 102001	08-12-2011	1/10 FCP 101010	Lorem ipsum dolor sit ame	Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua.	HW/SW	м	Comply	Comply	
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MRS 102009	21-02-2012	1/10 FCP 101018	Lorem ipsum dolor sit ame	Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua.	HW/SW	М	Not Comply	Comply	



#### **Project reporting**

- Periodic status reporting on results and issues
- Single slide dashboard for fast overview
- Ressource usage overview as burndown charts





#### Documentation

- Conpleks uses a dedicated documentation storage system ("Minerva") supporting revision control
- All project related documentation is stored with dedicated customer reference
- Backup supported

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#### **About Conpleks Innovation**

Conpleks Innovation is based in Struer, Denmark, and operates worldwide. Our customer base consists of both small domestic companies and large international corporations.

Depending on the nature of the task, we can involve an entire network of competent hardware, software and mechanical design professionals. This way, we can assign appropriate resources, find the best solutions and create a successful product.

**Contact us** 

You are always welcome to contact us and discuss how we can help you to develop your idea – partly or fully – depending on your needs.



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