



FAQs

- 1. How will information be shared if a Team can't attend the kick-off?**
 - a. All information will be accessible through the portal located at http://pmirochester.org/ROC_The_Project. Team Mentors will be available to answer any questions.
- 2. Are we following the PMBOK 5th edition or 6th edition?**
 - a. We are following the PMBOK 6th edition.
- 3. Can the mentors get a copy of the judging criteria to help guide the teams?**
 - a. All mentors currently have a copy of the judging criteria (rubric) in their possession.
- 4. What is the expectation for how often the team meets with the mentor? Or is this up to each team?**
 - a. Frequency and method is up to the team and the PMI mentor to decide. We will provide a collaboration site in Slack for the PMI mentors so they can get quick answers.
- 5. Are there specific key milestone dates already set for specific deliverables?**
 - a. Yes, those are listed in the portal under Deliverables.
- 6. How can teams get copies of documents/ handouts that explain the project, process, deliverables to be created, dates and requirements for the final presentation?**
 - a. In the portal.
- 7. Can students be from any major and do they need to have taken project management courses?**
 - a. Yes, they can be from any major and no, they don't need to have taken project management courses.
 - b. The school determines how they will select the 1-2 teams of 3-6 students (no more than 2 grad students).
 - c. Students may or may not have taken project management though that experience will certainly help.
 - d. This competition is designed to be a positive learning experience about project management skills and working together as a team towards a project plan that can benefit the Rochester community.
- 8. Who are the Mentors & What Is Their Role?**
 - a. Mentors are PMP certified individuals that will be assigned to each team for questions and to understand feedback from the PMO panelists (judges).

9. About the Presentations?

- a. Presentations are to PMO Panelists & Executive Judges and they will occur on May 5 in the AM and PM.
- b. Every team will present. Finalists will present to the Executive Judges.
- c. It's a tremendous opportunity to network and work with professionals from many different industries. We are hoping that someone in the community will choose to execute the teams' plans.

10. Does the team submit their initial deliverables in gates 1 and 2, then resubmit them for gate 3 (with improvements/ updates presumably)?

- a. Yes. Gate 3 is mainly the final submission that presumably has the improvements over Gate 2 and Gate 1. The Change Log seems to be the only item needing new input for Gate 3.

11. In gate 2, the teams produce a detailed timeline with dependencies, but in gate 3 they only need to provide a high level timeline with dependencies. Is it intended that for gate 3 that they provide the updated detailed timeline?

- a. Teams certainly can submit an updated detailed timeline for Gate 3 underneath a refinement of the high-level timeline with dependencies (if that needed refinement).

12. Do we assume that each yellow filled line item in the rubric is one document? For example, in gate 1 the charter and scope start off as separate documents (or so it appears), but in gate 3 they are combined into a document called Overall Project Information? Or are they still separate documents?

- a. That is up to the teams as to how they want to represent or speak to the components underneath the yellow headers and how they want to write it up and submit it. Keep in mind that some of those headers i.e., standards criteria or continuity, clarity & confidence are just sections that provide guidance on how elements of the plan will be judged. As the team absorbs all of the rubric elements in each of the gates, they can decide what they think is the best way to submit a deliverable per each gate. In the end, it is up to the teams to determine what they feel is the best, most clear way to present their material.

13. In what format should the teams input their submissions to the portal?

- a. Teams should think through what is the best format for their submissions recognizing that the judges may have different software applications or capabilities with which to view the material.

14. How does the scoring for the first 3 gates factor into the final scoring?

- a. The scoring averages for each phase gate will be carried forward and factored into the final day presentation scoring. The steering committee is continuing to work on exactly how that will be calculated. Long and short of it, phase gate scoring matters!

- 15. The permission to narrow is not obvious in the problem statement. Can students narrow the scope on the problem statement?**
- a. Intent was to allow them to use artistic license. Take more regional approach to local companies, or narrow with single company, as general or specific as the team seems fit. Profits or non-profits.
- 16. What is the key report or other technical terms in the rubric?**
- a. Students can do the research to find those answers. Encourage them to do the research themselves.
- 17. Case scope seems broad, one way to narrow it is to recommend pick a domain. Is there an opinion about that? Tech domain?**
- a. Teams are encouraged to struggle with the scope, find their passion; define it in their own way. It could spawn other topics for future competition if narrowed down
- 18. Can the team make changes to previously submitted documents?**
- a. Feb 25th first deliverable due – charter can narrow the scope. Yes, teams can make changes to back documents.
- 19. Isn't the charter given to the team, not written by the team in real life?**
- a. It depends on the organization, usually the PM is chosen, gets together with others to write the charter. In the Executive panel discussion on Dec 8, the executives would love if a team digs into a specific organization and gets their arms around a specific problem. Could consider grouping of like companies (e.g., chamber of commerce), use the scope of organization for one or many.