

# **Program Management**

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# **Program Management**

- **Business and Program Objectives**
- **Program Management**
- **Business Management**
- **System Architecture**
- **System Engineering**

# Program Management Plan

- **Business & Program Objectives**
  - Corporate goals
  - Business needs statement
  - Program objectives
- **Project Management**
  - Program Organization
  - Organizational support plan (user responsibility plan)
  - Quality assurance plan
  - Master milestone schedule
  - Points of contact
  - Communications plan (public relations/promotion/advertising)

# Program Management Plan

- **Business Management**
  - Economic analysis
  - Financial plan & Acquisition plan
  - Contract administration plan
  
- **System Architecture**
  - Architecture plan
  - Configuration management

# Program Management Plan

- **Systems Engineering**
  - Application software design and development design
  - Software and data base transition/conversation plan
  - Test and performance evaluation plan
  - Operations support plan
  - Security plan

# Program Management Plan

- **Deployment/Operations**
  - Deployment plan
  - Training plan
  - Documentation plan
  - Liaison plan
  - Maintenance plan
  - Disaster recovery/continuity of operations
- **Appendices**
  - Glossary
  - References
  - Cross reference list
  - Compliance list

# Program Management Elements

- **Functional Elements**

- Organization
- Planning
- Communications
- Execution

- **General Plan Elements**

- Program review (PDR & CDR)
- Concept of execution
- Financial overview
- Points of contact and responsibilities
- Work breakdown structure (WBS) integrated with program schedule
- Deliverables integrated with program (milestones) schedule and WBS
- Cost/schedule/objectives trade-offs

# Program Management

- **Control Factors**
  - Are milestones being met for deliverables?
  - Is budget execution on schedule and within plan?
  - Are all program issues defined and resolved?
  - Are the deliverables quality products?



# **Program Management Plan (PMP) Outline**

- **Conduct Research and Collect Background Material**
  - Review existing materials
  - Identify management tools available/required
  - Interview user and systems personnel
- **Identify Key Players and Stakeholders**
- **Identify Resources and Sources**
- **Review with Management Team**
  - Program management plan development work plan
  - Draft of responsibilities
  - Priorities for developing individual sections
  - PMP review process - how to modify/revise evolving plans (ECPs)

# **Program Management Plan (PMP) Outline**

- **Produce Draft Plan**
  - Responsible person prepare assigned section
  - Consolidate sections
  - Distribute draft PMP for comment
- **Prepare Presentation**
  - Review comments
  - Brief PMP to management team and stakeholders
- **Generate Initial Program Management Plan**
  - Pre-modifications
  - Distribute to users and management team
  - Finalize presentation
  - Conduct presentations as necessary
- **Execute Plan (Monitor and Revise as Necessary)**