

The "now" wedding final project



Running Head: WOW Wedding Final Project The “ NOW” Wedding Final Project by A Paper Presented in Partial Fulfillment Of the Requirements of MGMT505 Project Management Fundamentals November 2008 The “ NOW” Wedding Lauren and Conner announced on December 31st that they were going to be married on January 21st. Conner had been notified that he was being deployed with the National Guard on January 30th. Lauren and Conner wanted to have a week for a honeymoon before the deployment. Lauren wanted to have a spectacular wedding and accomplish everything that needed to be accomplished so that everyone could attend and everything would be perfect.

There was a tremendous amount of planning, organizing and tasks that needed to be accomplished for the “ NOW” wedding to take place on time, in budget and for it to be perfectly memorable for everyone, especially Lauren and Conner. For Lauren to have the wedding that she dreamed of there were numerous tasks that needed to be accomplished immediately. The first task that needed to be accomplished was to secure the church and reception hall, until the address of the wedding is determined and secured the invitations could not be sent out.

The invitations needed to be sent out a week before the couple decided to have the wedding to make sure that everyone could be there, however that was not an option. Dresses had to be made and altered as well as securing the wedding decorations, caterer and wedding party members. The major constraint the wedding couple faced was the time constraint, trying to pull all of the elements together in order to create the perfect wedding would have

been difficult at best. The critical path is very tight and there could be no room for mistakes, misunderstandings, or delays.

The resources required for this project were mainly people and money. The more people helping to bring all the elements together, the quicker everything could get done. The financial resources, controlled by the brides father, were necessary to move up the processing time especially where the brides dress was concerned. Figure 1. 1 utilizes a Gantt Chart to show the timeframe of the project to include sequencing of sub tasks: Fig 1. 1 [pic]

The costs associated with the project are as follows: [pic] This risks for the budget are the following items:

Maid of Honor Travel \$1000. 00 Airfreight 20. 00 Seamstress 240. 00

Invitation Incentive 20. 00 Invitations Help 40. 00 Possible Budget

Overruns \$1320. 00 The following fishbone diagram details all the current

risks for the project: [pic] The method of tracking the progress of the " NOW"

Wedding will be the Stop Light Chart, it is a very simple method of tracking what has been completed and what has yet to be started. Following is the

Stop Light Chart which would be used at the beginning of the project: [pic]

The " NOW" Wedding Case Study Questions

Part A [pic] Creating the wedding schedule as outlined in the text it shows that the planning for the wedding should have occurred at least a month before it did. We would reduce the time it takes of the mother of the bride to put together the guest list by utilizing all available resources (manning) having all attendants present to create the list and a comprehensive address list (thereby minimizing the risk of one person having all this information).

Invitations must be ordered on the 2nd of January with the guest list completed on the 1st.

While the invitations are at print, the dresses would be designed on the 3rd with the materials being ordered immediately. The creation of a work flow chart would list out all of the tasks that must be completed assigning individual tasks to individual members of the wedding party. The budget needs to be set immediately and using the budget form above the wedding party has created the master list of objectives and goals. Utilizing the stop light will keep the project on track with constant updates as to the progress on each item.

The Maid of Honor needs to be brought in immediately to participate in the planning and execution and to have measurements taken on sight to avoid the risk of the dresses not being made correctly. Part B There would be no conflict caused by the Chairman of the Vestry Committee not reducing the notice period from 14 to 7 days and I would not have recommended using the extra funds to reduce the notice period as the requirement for 14 days notice has been met by depositing the funds to secure the room on the 1st of January. Since the Wedding is scheduled for the 21st of January, there is no need to reduce the notice period.

If the project were started on January 1, the Mother getting the flu would not have impacted the guest list completion as it would have been completed by January 2. Since this is the first stage of the entire project, the suggestions would have been made that the mother, bride and all of the attendants get together the night of the 1st and make a complete list. It is not until this list

is completed that any plans can be made including ordering the invitations, cakes, catering, etc... Since the invitations would have been ordered on the 2nd of January, the Bride would have had an xtra few days in the delivery of the invitations. The extra day for print would be compensated for by reducing the addressing phase and rather than asking for paid part-time help, there would be another get together on the night of the 9th to get all of the invitations addressed thereby reducing the number of days down to one. When the material and lace were lost in transit then the recommendation would be to have the Bride cancel the order, receive the funds back from the lost order and take all bridesmaids and Maid of Honor to a local bridal store and purchase dresses.

With a three day shipping time on dresses there would still be time to have fittings and alterations done. The lace can be replaced locally and fitted while waiting for the dresses to be delivered. ————— Gantt Chart
Invitations Guest List Budget Maid of Honor Location Dresses Well Defined
Budget Responsible Party Complete list created Created ASAP Ordered
Promptly Addressed & Mailed Design Pattern Ordered & Delivered Secure in
Advance Address for Invitations Travel Arrangements Long Distance Dress