WBS Worksheet

Project Name: MONSTER MASH – Page 1

Using the Scope Statement as a starting point, break the final Project Deliverable into Sub-Deliverables. List each Sub-Deliverable in the first column, then work left-to-right for each Sub-Deliverable to identify the tasks that need to be done to produce that portion of the Project Deliverable.
Use multiple worksheet pages as needed.

Sub-Deliverables	Major Tasks	Subtasks	Duration	Predecessors
A: Coding schemes	1. Establish coding schemes for job requirements	1. Establish scheme for Technical reqs	2 days	
		2. Establish scheme for Business reqs	2 days	
		3. Establish scheme for Systems reqs	2 days	
		4. Establish scheme for Interpersonal reqs	2 days	
	2. Assess semantic validity of the 4 coding schemes	1. Get feedback from 2 knowledgeable others on all 4 coding schemes	4 days	A.1
		2. Make necessary adjustments to the coding schemes	1 day	A.2.1
B: Job ads	1. Determine best way to "save" the job ads		1 day	
	2. Perform search for Application Developer and save ads		1 day	B.1
	3. Perform search for Systems Analyst and save ads		1 day	B.1
	4. Cleanse the collection of job ads	1. Identify duplicate ads that came up in both AD and SA searches	2 days	B.2, B.3
		2. For each duplicate ad, decide to classify as AD, classify as SA, or neither	1 day	B.4.1
		3. Identify ads that do not seem to be IS/IT and drop them from the sample	1 day	B.2, B.3

WBS Worksheet

Project Name: MONSTER MASH – Page 2

Using the Scope Statement as a starting point, break the final Project Deliverable into Sub-Deliverables. List each Sub-Deliverable in the first column, then work left-to-right for each Sub-Deliverable to identify the tasks that need to be done to produce that portion of the Project Deliverable.
Use multiple worksheet pages as needed.

Sub-Deliverables	Major Tasks	Subtasks	Duration	Predecessors
C: Job ads coded	1. Code ads for years of experience	1. Code as YES/NO on whether ad requires job experience	1 day	A, B
		2. If YES, code number of years required	1 day	C.1.1
	2. Code each ad for Technical reqs		2 days	A, B
	3. Code each ad for Business reqs		2 days	A, B
	4. Code each ad for Systems reqs		2 days	A, B
	5. Code each ad for Interpersonal reqs		2 days	A, B
D: File of coding results	1. Design file to hold coding results	1. Investigate options of file type (Access, Excel, ?) and decide type to use	2 days	
		2. Identify all data items we will need to store (i.e., what will a row/record look like?)	2 days	
	2. Create the file to hold coding results		1 days	D.1
	3. Enter coding results		3 days	D.2, C

WBS Worksheet

Project Name: MONSTER MASH – Page 3

Using the Scope Statement as a starting point, break the final Project Deliverable into Sub-Deliverables. List each Sub-Deliverable in the first column, then work left-to-right for each Sub-Deliverable to identify the tasks that need to be done to produce that portion of the Project Deliverable.
Use multiple worksheet pages as needed.

Sub-Deliverables	Major Tasks	Subtasks	Duration	Predecessors
E: Analysis and conclusions	1. Do data analysis regarding RQ1		2 days	D
	2. Do data analysis regarding RQ2		2 days	D
	3. Determine conclusions drawn from data analyses		2 days	E.1, E.2
F: Completed report	1. Write the front-end of report (motivation for study, the RQs, what we did and how we did it)		4 days	A, B
	2. Write the rest of the report (results of data analyses, conclusions regarding RQ1 and RQ2)		4 days	E
	3. Submit full report to project team mbrs		1 day	F.1, F.2
	4. Team mbrs review report and submit suggestions for improvement		2 days	F.3
	5. Make improvements to report		2 days	F.4
	3. Submit full report to client		1 day	F.5