

Monitoring and Controlling Process Group Artifacts

8.3 Control Quality

8.3.1 Deliverables (Input)

PMGT 690, ERAU, Prof. Sherman

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8.3.1 Deliverables (Input): This is an input for the Control Quality process. It entails verifiable product, results, or capability that results in a validated deliverable required by the project (PMI, 2013). This artifact was taken from a homework assignment from PMGT 501. It entailed putting together an explanation of the deliverables to include the milestones.

Deliverables

During the first phase of the Larson/Gray wedding, we will determine the number of people attending, venues, disc jockey recommendations, music selection, floral arrangements, catering packages, formal attire, lighting, photography packages, wedding cake, and transportation. Most importantly, we must determine the religious denomination of the couple to ensure all forms/classes required by the church are completed prior to the wedding day. During the second phase, we will schedule appointments with florists, formal wear shops, catering service, and the reception hall to determine all requirements of the couple. All deposits will be disbursed as well. We will also ensure they are scheduled to meet with the church to ensure all classes/forms are completed prior to phase 3. During Phase 3, we will assemble all bridesmaids/groomsmen to get fitted for their formal attire. The bride and groom will also be fitted. Reception hall will be inspected to ensure all necessary tables/chairs and décor are ready to be assembled. The church will be contacted in preparation for the wedding recital. All other services will be contacted to verify there are no exceptions to what was originally requested. The final phase will be the execution of the wedding to include decoration of the church, wedding rehearsal, seating arrangements, wedding reception, cake cutting ceremony, and the final farewells (including the decoration of the couples car).

Milestones

1. Wedding planning Phase 1 – April 15th, 2016
2. Church documents submitted – April 29th, 2016
3. Pre-Wedding classes attendance – May 5th, 2016
4. Cake tasting/Catering selections – May 10th, 2016
5. Deposits for all services submitted – May 12th, 2016
6. Reception hall measurements/planning – May 22nd, 2016
7. Formal Attire fitting – May 29th, 2016
8. Liquor License for reception – June 16th, 2016
9. Wedding rehearsal – June 21st, 2016
10. Wedding/Reception hall setup – June 21st, 2016 (evening)
11. Wedding and Reception/Final payments submitted – June 22nd, 2016