

Instructions for Project Manager

Job Description

- Project Managers oversee and document all aspects of a project.
- The Project Manager works closely with the Team Leader and all other team members to ensure that the project is on schedule.
- The Project Manager gives the final presentation (2 – 3 minutes).

Project Schedule

Before beginning the project, the Project Manager should work with the team to establish a schedule for the day, listing out each aspect that needs to be completed with an estimated completion time to help the team stay on schedule. Each team has an estimated 3.5 hours to complete the project. Phases will include:

- Each major part of the app development
- Testing and bug fixing
- Final presentation prep
- Final presentation (2 – 3 minutes)

Final Presentation:

- The Project Manager will work with the Marketing and Graphics team members to make sure that everything is ready for the final presentation. The Project Manager will give the final presentation.
- During the final presentation, the Project Manager will talk about what the app does and what it's trying to accomplish.
- The Project Manager will conclude by describing any functionality that the app doesn't accomplish due to time constraints.
- If the judges panel has any questions, any team member can answer them. The final presentation should be between 2-3 minutes long leaving plenty of time for questions.