Project Selection Proposal

Name

Course

Tutor

Date

**Executive Summary**

Briargrove’s move to roll out a Centralized Learning Network first in the corporate office in Dallas, TX and then across the organizational footprint is aimed at gaining in addition to the advantages of a Centralized Learning Network, facilitate an open, learning and progressive environment that best serves the organization and customers they serve. The purpose of this proposal is to provide a comprehensive schedule of this project and a clean proposal to be presented to Briargrove Executive Leadership to get sign off. In the proposal, foreseeable potential risks and bottlenecks that may occur during the project will be identified and discussed together with mitigation measures for these risks.

**Introduction**

Successful organizations have been recognized to be a constant process of improving their business and corporate strategy to align them with the organization’s mission and vision and in this way effectively achieve their goals. Briargrove has grown considerably over time, and the management has found it necessary to implement a centralized learning network at the company. A centralized learning network is based on a central learning environment. In a central learning environment, all the aspects of the learning process are controlled by the use of a single centralized learning system. The learning process is the product of initiatives made by independent groups to provide their systems and programs that contribute expertise for the bigger picture. The project is aimed at providing a basic learning strategy that is created by principles such as operational excellence and learning effectiveness. This network is focused on improving the endeavors of the organization concerning learning, to boost performance. Also, the organization desires to achieve peak efficiency and reap the greatest possible benefits from the investment in the learning process. The purpose of this project is to align the objectives of the organization with its education programs. All education programs will be developed and operated from a central point. The project has also been initiated to aid in the standardization of the systems and process inherent in learning and develops a unified learning system which will allow for easier administration.

*Statement of the problem*

Briargrove has identified problems with its network and its influence on the learning and training system at the organization. At Briargrove, trainees, management, and other staff are unable to gain access to their accounts and also to communicate or share information from the organization’s different branches. Without a centralized network, the organization cannot effectively coordinate activities and facilitate communication within branch. Also, training does not take place efficiently since there is no standardized process to approach the function. The implementation of a centralized learning network will therefore not only assist the organization to craft standardized training procedures that are aligned with its mission and values, but also reach out to its local and global consumers who will be able to gain access to the Briargrove’s internal library and archives of current and past projects that will also be available in order to facilitate an open, learning and progressive environment that best serves the organization and customers they serve.

*Objectives and Target Target Population*

The principal purpose of this project was to improve efficiency ion the team by creating a centralized learning network that would facilitate easier and more efficient monitoring and evaluation in addition to communication. The centralized learning network will also enable users to gain access to materials from the library and archives of Briargrove. The system will also improve security and data integrity for Briargrove. Expected benefits include savings on cost in learning while at the same time creating an efficient learning environment that churns out competent professionals who will align their professional goals and the goals of the organization (Downes, 2007). CLN is also anticipated to clean up clutter in training programs. It has been established that there is redundancy due to repeated programs. However, a centralized system will eliminate the need for duplicate programs and save resources while increasing efficiency. The CLN will also consolidate IT resources with infrastructure needs (Lusch, Vargo & Tanniru, 2010). Reporting will also be simplified by the availability of a single system as opposed to a myriad of paths.

The project targeted population is employees and clients of Briargrove. As a learning institution, library resources and the archives of the past and present projects are in high demand by its users. Users will be in an excellent position to access a comprehensive array of materials from the past and present through the centralized network. Using the centralized system information that was previously stored in individual departments will be located in a central place where access is easier, and storage will also be facilitated.

*Implementation Plan*

The project will take six months to implement according to initial projections. To execute the project, twenty individuals in various capacities will be employed. The people will be skilled in various fields such as management, networking and project management. Activities will be assigned to specific individuals who possess the necessary acumen required to complete the project. In the implementation, the first phase of the project will involve education and training on the project for the staff to come onboard. It is important that staff and management be aware of the needs of the project, and the implications of its implementation. Besides, it is important that the staff understand the importance of the project in the context of the organization's goals. With the growth of an organization, there is an increased need to provide efficient monitoring and evaluation for its training needs (Sakellaris& Wilson, 2004). The implementation of a centralized network will enable the organization to store its information in a central server that will make it readily available for training. While in the past the decentralized network was run by independent units and not easily accessible by others, the centralized learning network will eliminate barriers to sharing and storage of information and as a result, facilitate comprehensive learning.

The second activity will be the gathering of requirements that will be needed for the project. The selected team will list the objectives and outlooks of the project and examine the various risks that the project faces. Establishing the potential risks foreseeable will enable the project team to build a comprehensive list of project deliverables. Thirdly, the team will carry out an analysis of the problems and risks that were earlier established and develop mitigation measures to be enacted to prevent the risks from occurring or act as a safety net in the event they take place. Following an analysis of the risks, the team will then develop a complete design for the implementation of the project including a timeline with deliverables attached to it. Lastly, the team will create a maintenance schedule for the network.

In the design phase of the project, a proper strategy will be included that will ensure the project is aligned with the needs, mission, and vision of the organization. The project blue prints will include values that are consistent with Briargrove’s goals. The nest stage in the project process will be the development of the system. Development of the actual system will be a product of implementation of the design. After implementation of the pilot, the system will be tested to establish whether any errors of omission or inclusion were made. Lastly, the maintenance schedule would be implemented to ensure the system does not go redundant or fail.

*Potential Risks and Bottlenecks for the Project*

In the implementation of the project, Briargrove and the team will face several possible risks and bottlenecks. The first risk that Briargrove will have to contend with is financial risks. The project will be resource intensive, and the organization will need to set aside adequate funding for the project. Without sufficient finances, the project will face the risk of delays or failure. To evade this risk, Briargrove management should set aside adequate funding to see the project through its completion. Secondly, the team will ensure that the plan is solidly created and effectively implemented to prevent additional or hidden costs from arising. The project will, therefore, have to be analyzed thoroughly and needs to be determined comprehensively.

Also, another risk that Briargrove will face in the implementation of the project is strategic risks. Strategic risks emerge from the usage and suitability of the resources employed in the implementation of the project that if not correctly considered, may delay if not completely impede the project from succeeding. To evade this potential bottleneck, the team will develop policies that will be integrated into the strategy to ensure that resources are well used and the processes charted as per the guidelines.

The project is also prone to the risk of technical or operational risk. The technical or operational risk may arise from the lack of relevant skills or failure to make correct decisions in the implementation of the project. This type of risk may be avoided by the engagement of qualified personnel specialized in their field who will use their experience and skills to make the best decisions for their roles. Lastly, the project will face operational safety risk that will arise from safety issues associated with the plans of the project. The safety risk will be mitigated by training staff and implementing a policy that will ensure safety precautions are taken when implementing the project. Also, a risk assessment protocol will be developed and applied regularly.

Gantt chart

|  |  |  |
| --- | --- | --- |
| **Stage** | **Task** | **Activity by Weeks from the start of the project** |
|  |  | March 2017 | April | May | June | July | Aug |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
|  | Gathering requirements  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Analysis of the problems |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Design of the system |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Implementation of the system |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Testing |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Maintenance |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**References**

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