



# Standardizing Project Management

Interns | Tyler Maldonado | Michael Koga  
Leads | Spencer Holloway | Candace Whitesel



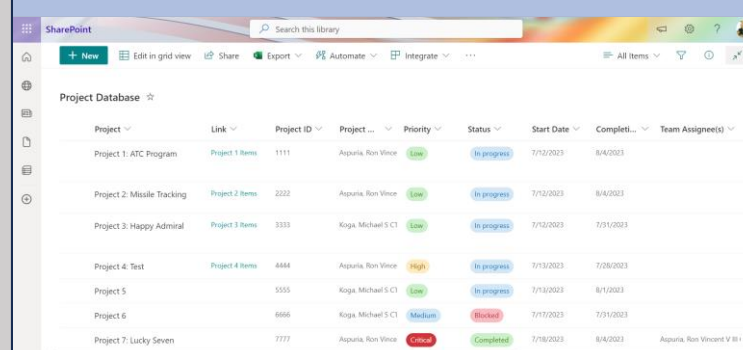
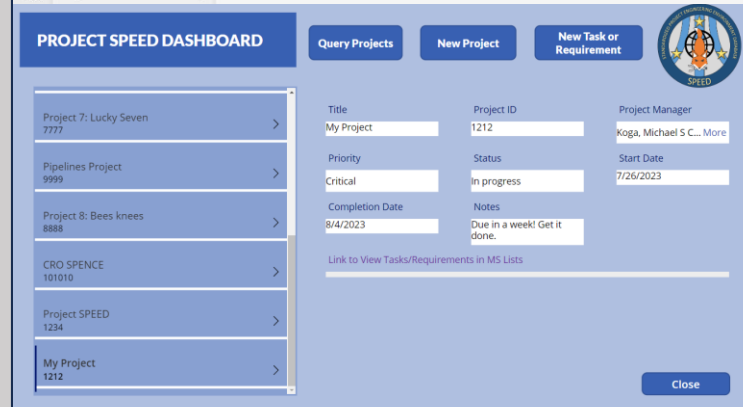
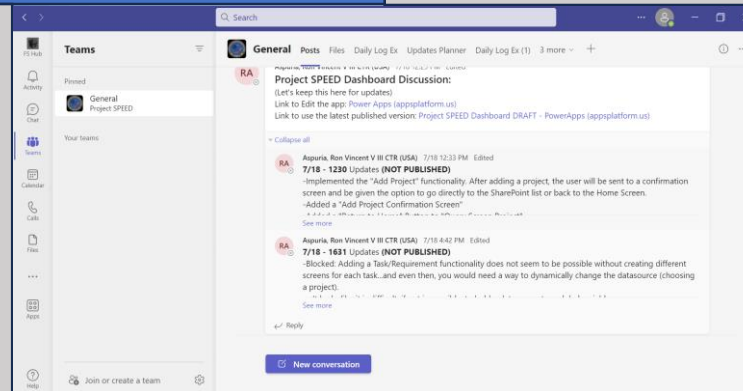
## Project Objective and Intern Contribution:

Our goal was to determine solutions to a project management system in Microsoft Teams. We also were responsible for exploring the capabilities of MS Teams and to give insight on how they can be applied at the Sea Range.

## Methods:

Our team researched the capabilities of MS Teams applications and determined which applications were most suitable to reaching the end state. In addition, we documented our research of the capabilities in handbooks and reports to be used as a reference for further development.

Our team had conversation with chief engineers across the Sea Range to determine their requirements as well as the existing project management protocols in place.



## Results/Accomplishments/Next Steps:

In total, our team developed a dashboard/universal remote to accompany the database. We implemented the view project, search query (projects), new project, and new task/requirement features to supplement the existing architecture in Lists. We have also customized the List to handle project management related terms and customized a Kanban board view. The next steps are to create a query for tasks/requirements within any project, as well as add in automation features to push project notifications.

## Insights:

Over the summer, we have researched capabilities, received context on PM, and developed a prototype solution with limited features. With the research we have conducted and the already existing prototype in place, in the span of 6-12 months a standardized project engineering environment & database (SPEED) will be developed which will be used across the range, improving work functions. Our research will also increase the usage of MS Teams applications in the Sea Range, since they are under-utilized in the division.