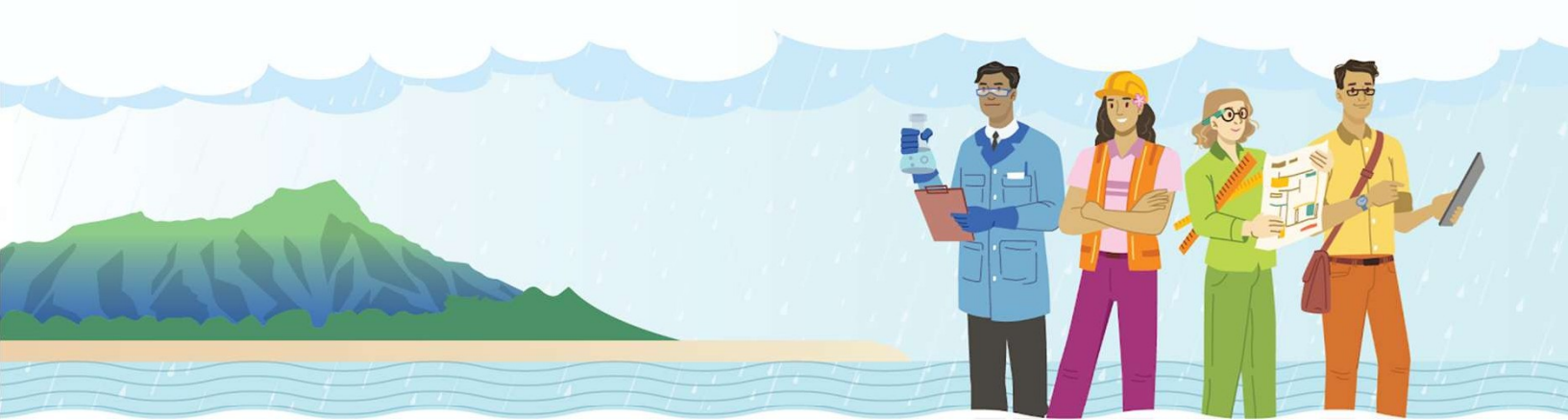




Project Playbook: 5 Steps to Success

Storm Water Career: All

All Careers Full- Course Lesson Plan #:
12 of 15

Next Lesson Plan Title (Full-Course):
Resources & Risks

Select Career Short-Course Lesson Plan #:
6 of 6

Next Lesson Plan Title (Short-Course):
N/A

SUMMARY

Through interactive activities, promoting teamwork and critical thinking, students will learn the five key steps in project management: Initiation, Planning, Execution, Monitoring, and Closing.

FOCUS & GOALS

In learning about the phases of project management, students will:

- Become familiar with essential project management steps and their importance
- Enhance collaboration and communication skills through team activities

MATERIALS NEEDED

- Flipchart paper and markers
- Whiteboard and markers (optional)
- Timer (for activities)
- Storm Patrol Project Workbook (for PBL Activity)

LEARNING OBJECTIVES

- Understand the five steps in project management
- Engage in collaborative learning through structured team activities
- Develop networking skills and recognize the importance of relationships in project success

VOCABULARY

Critical Thinking - Analyzing information to make informed decisions or solve problems.

Milestone - A significant point or event marking progress in a project.

Networking - The exchange of information and ideas among people with a common interest.

Stakeholder - A person with an interest or concern in something, especially a business or project.

Background

Project management is a vital skill in various fields, allowing individuals to effectively plan, execute, and complete projects. In the previous lesson, students learned what constitutes a project and the importance of a defined scope, and worked through developing their own project scope. Now, they will continue to learn the five foundational elements of project management: Initiation, Planning, Execution, Monitoring, and Closing.

A key component to each of these phases is the stakeholders involved in a project. Understanding how to identify, prioritize, and engage stakeholders is essential for the successful execution of projects in various fields. Stakeholders are individuals or groups who have an interest in the outcome of a project. They can include team members, clients, investors, community members, regulatory bodies, and other entities that may be affected by the project. By identifying stakeholders early in the project lifecycle, managers understand:

Roles and Responsibilities: Different stakeholders have different influences and requisites, which can affect project direction and outcomes.

Engagement Strategies: Understanding who the stakeholders are can inform how to engage them effectively throughout the project.

Conflict Resolution: Early identification can help to foresee potential conflicts and strategize to manage expectations and concerns.

Project success also depends on translating the needs of stakeholders into specific, actionable tasks that move the project toward its objectives. Key components include:

Task Clarity: Creating clear, measurable tasks ensures that everyone understands what's required, when it's due, and who is responsible for each task.

Operational Task Planning: Guiding students to formulate tasks with unambiguous requirements and established milestones to enhance project coordination and accountability.

Task Assignment and Accountability: Assigning roles based on stakeholder interests and project needs helps to foster accountability.

Through practicing networking, students will explore nuances related to identifying stakeholders and prioritizing their needs. Concepts of the five foundational elements of program management will be further solidified through a game activity. Finally, students delve into the development of clear tasks aimed at completing project objectives. By participating in these interactive games and activities, students will be preparing to address real-world environmental challenges effectively.

I. Initiation Activity

1. Share with students the graphic that demonstrates the five steps in project management.
2. Discuss the importance of these steps in achieving project success. The educator should highlight how successful project management relies on teamwork, communication, and the ability to overcome challenges.
3. Ask students if they have completed any of these steps for their project using their Storm Patrol Project Workbook or as identified in previous Mock Site activities (i.e. open channel design).
4. Reflect on how they have worked through initiating and planning their project.
5. Share that in this lesson they will continue to learn different skills project managers use to plan and execute their projects.

II. Speed Networking Activity

1. Share with students that effective project management relies on building relationships.
2. To build this skill, students will practice networking.
3. Ask students to pair up and discuss their chosen Storm Patrol job titles (Planner, Engineer, Scientist, or Architect), how their interests align with the job, and relevant experiences they have or may need to gain.
4. After the time is up, switch pairs and repeat.
5. After everyone has had a chance to get to know each other, discuss with students the value of networking and relationship-building for project success.
6. Encourage students to recognize the importance of these connections for future projects.

HINT: Prepare some example questions for students in case they need direction. Ex: What does an (insert job title) do? What do you like about what (insert job title) does?

III. PM Jeopardy Activity

1. Divide students into teams.
2. Ask each team a multiple-choice question related to their Storm Patrol Project (from their workbook or mock site activities) and have one member answer.
3. Award points for correct answers and deduct points for incorrect ones. Continue asking questions for a few minutes.
4. In the end, the team with the highest score wins.
5. Discuss team cooperation, difficult topics, and any misunderstandings.
6. Encourage teams to reflect on their performance and learning outcomes.

TIP: *Digital or web-based quiz platforms can be used to enhance this activity.*

Adaptations and Resources

Storm Patrol Project Based Learning Track:

- Form teams of two or three.
- Assign each team a different project-related task (e.g., designing a channel).
- **HINT:** Use what students have completed in Part 2: Identify Deliverables in the Plan & Prepare section of their Storm Patrol Project Workbook or from the Mock Site (Lesson 5, Open Channel Design or Lesson 10, Multi-Benefit Green Stormwater Infrastructure).
- Provide a flipchart or other large format paper and markers for brainstorming. Alternatively, use a virtual whiteboard.
- As a team, they should finalize the Plan & Prepare section of their Storm Patrol Project Workbook.
- Encourage and support students with execution of tasks, assuring tasks are assigned with deadlines and each has the resources necessary to complete their task.

Activity-Centric Learning Track:

Conduct Activities I, II, and III.

Tips to Truncate Lesson:

- Simply provide the 5 steps graphic in lieu of a discussion.
- Instead of pairing up in networking, students share in a roundtable format.
- Lead students as one group through the How, What, Why activity.
- Cut any of the activities.

Tips to Extend Lesson:

- Encourage students to think about how they can apply project management skills in their lives.
- Assign optional readings or resources for further exploration of project management concepts.

Resources:

Project Management Activities

- Team Building Word, *11 Project Management Team Building Activities in 2026*, https://teambuildingworld.com/project-management-activities/#google_vignette

Project Management Institute

- <https://www.pmi.org/>

