IT 625 Final Project Milestone Two Guidelines and Rubric
Project Evaluation Draft

Note: In order to successfully complete this project, you will need to carefully review the Final Project Guidelines and Rubric document and the Medical Informatics case study documents, located in the Assignments section of the course.

Overview: In this milestone, you will analyze the Medical Informatics case study in order to complete a draft of the project evaluation. The detailed guidelines for what should be included in your project evaluation draft are outlined below. You should use the headings provided in the outline as headings in your draft to ensure that you have considered all of the required elements. The purpose of these milestones is to provide the opportunity to complete pieces of your final project through the course of the term, and obtain instructor feedback as part of grading that you can then apply to your final submission. Keep in mind that your final project, submitted in Module Nine, will be composed of the information you have gathered in each of the five milestones, crafted into a comprehensive, cohesive, well-written, and professional project proposal.

In the project evaluation, you should address the following:

A. **Status Evaluation**: Evaluate the project status to determine the current state of and issues with the project. You may need to evaluate the existing deliverable and tracking for the project, such as Gantt charts, to provide an accurate representation of the project's state.
B. **Project Analysis**: Examine the supporting documents and determine current and potential problems that need to be addressed with them immediately. What information should be gathered to determine current variance and maintain control of project? You might consider these ideas in your analysis:
   1. The impact of scope creep
   2. The significance of the baseline
   3. The impacts of baseline change
   4. The estimated vs. actual costs
C. **Forecasting**: Assuming the project issues persist, provide a detailed prediction of future performance in terms of timeliness and costs. The following ideas could be considered:
   1. Assumptions that guide the forecasting
   2. Projected end date of the project (schedule variance)
   3. Cost to complete the project (cost variance)
   4. Forecasted overrun at completion (estimates at completion)
D. **Impact of the Past**: To what extent, based on your project evaluation and analyses, did the past deliverables, strategies, and lack of effective project management influence the failure of the project?
E. **Corrective Actions**: To what extent will corrective actions be required to avoid project failure? Include supportive detail from your project evaluation and relevant resources. Things to consider include:
   1. Immediate actions necessary to rescue the project
   2. Target dates to rescue the project
   3. Necessary steps to ensure the long-term success of the project

Guidelines for Submission: This draft must follow these formatting guidelines: double spacing, 12-point Times New Roman font, one-inch margins, with APA citations only if outside sources are cited. There is no minimum length for this draft; however, it should address all of the critical elements listed above.

Rubric

Critical Elements	Proficient (100%)	Needs Improvement (75%)	Not Evident (0%)	Value
Status Evaluation	Accurately evaluates the project status to determine the current state of and issues with the project	Evaluates the project status to determine the current state of and issues with the project, but with gaps in accuracy or detail	Does not evaluate the project status to determine the current state of and issues with the project	20
Project Analysis	Comprehensively analyzes existing artifacts to determine current and potential problems that need to be addressed	Analyzes the existing artifacts to determine current and potential problems that need to be addressed, but with gaps in detail	Does not analyze existing artifacts to determine current and potential problems that need to be addressed	20
Forecasting	Logically predicts the future performance of the project based on a set of assumptions to reveal project costs and timeline issues	Predicts the future performance of the project based on a set of assumptions to reveal project costs and timeline issues, but with gaps in logic or detail	Does not predict the future performance of the project based on a set of assumptions to reveal project costs and timeline issues	20
Impact of the Past	Logically assesses the extent to which past deliverables, strategies, and lack of management influenced the failure of the project	Assesses the extent to which past deliverables, strategies, and lack of management influenced the failure of the project, but with gaps in logic	Does not assess the extent to which past deliverables, strategies, and lack of management influenced the failure of the project	20
Corrective Actions	Accurately determines the extent to which corrective action will be required to avoid project failure, including support from project evaluation and relevant resources	Determines the extent to which corrective action will be required to avoid project failure, but with gaps in accuracy, detail, or support	Does not determine new project objectives	20
			Total	**100%**