
GRADUATION PROJECT

Information session

March 7, 2018

— —

By Linying (Lin) Dong, Ph.D., Associate Professor
Course Coordinator of ITM90A/B E-mail: ldong@ryerson.ca
Spencer Todd (current student)



Graduation project: nothing ordinary

- Two-semester long project working on an open-ended issue from start to finish
- Provide you with relevant work experience in IT
- Organizations use the graduation project as a testing ground for potential employees.
- Get you great references /a job offer

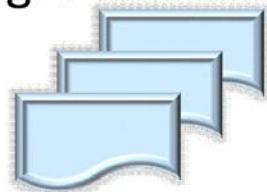
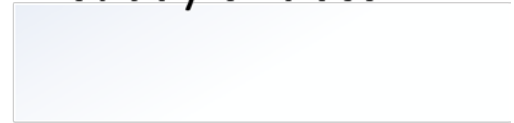


Example solutions

- Virtual mosaic solution
- Stakeholder ecosystem management system
- MVP for online marketing content order
- Knowledge management system
- Store traffic management system
- Training video content development solution
- Inventory management with POS integration for restaurants
- Banking customer onboarding solution

How is the 90A/B project different?

Regular
courses



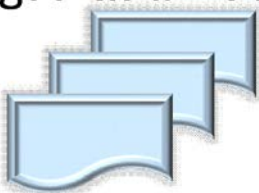
**Course
documents**



90A/B



Students



Course documents



Who are my group members?

Who is my client?

Agenda

- Common challenges in the 90A/B project
- How to get ready for the 90A/B project
- Q&A
- Scout group members

Common challenges

❑ Client related

- *Client identification (e.g., what is a suitable client?)*
- *Client commitment (e.g., non-responsive)*
- *Client conflict management (e.g., different opinions; extra work)*

❑ Group related

- *Group member identification (e.g., how to identify members with complementary skills?)*
- *Group motivation (e.g., keep motivated consistently)*
- *Group conflict management (e.g., different priorities)*

Outcomes?



Client



**TED
ROGERS
SCHOOL**
Information Technology
Management

**Damaged school
image**



Group members

CLIENT IDENTIFICATION AND SELECTION



Criteria for a client

- Have its headquarters located in Canada
- Has an active interest in the project
- Is willing to commit to working with you for the next eight months (do not underestimate this!)
- Is willing to share confidential information with you and give you access to the right people. All group members and the company will sign a confidentiality agreement so that the company knows you will not leak sensitive information
- Is open to using information technologies to improve its operations



We have relaxed the requirement for the size of a client. The deciding factor of the eligibility of a project is the project itself

An ideal client

- Has a clear idea of the problem/issue
- The problem/issue is manageable within the eight month period
- Focused on solving the problem/issue
- Able to provide information on business operations and IT
- Maintain regular communications with students
- Be a strong advocate for students' work

Client identification

Where to find clients?

- current and past employers
- Social connections (e.g. friends, family)
- Social networking events (e.g., company info. session)
- Alumni
- Cold calls
- Google forum for incoming 90A/B students where companies that approach me will be posted

Client selection: things to consider

- ❑ Size of a client
- ❑ Type of a project
- ❑ Scope of a project
- ❑ Level of support (e.g., sponsor, response time, designated contact person, frequency of communication)
- ❑ Timeline
- ❑ Deliverable(s)

Client selection: size of your client

Large firms/organizations

- **Pros**
 - Usually a public firm with a lot of public information easily accessible
 - Has a strong focus on business process improvement
 - A well established IT department
 - Value IT in business
- **Cons**
 - Hierarchical (e.g., could go through a long process to get your project approved)
 - Complex business process/system to analyze

Small and micro businesses

- **Pros**
 - Easy access to senior managers
 - Simple business process/system to analyze
- **Cons**
 - No or small IT department
 - Not well defined process
 - Very busy
 - Small budget

Could this be a graduation project ?

Scenario #1

- A client has troubles keeping track of customer requests for services. Often requests are either not answered or if answered, not addressed properly. But the client wouldn't know unless customers complained.
- Request from the client: help find a way to address this problem

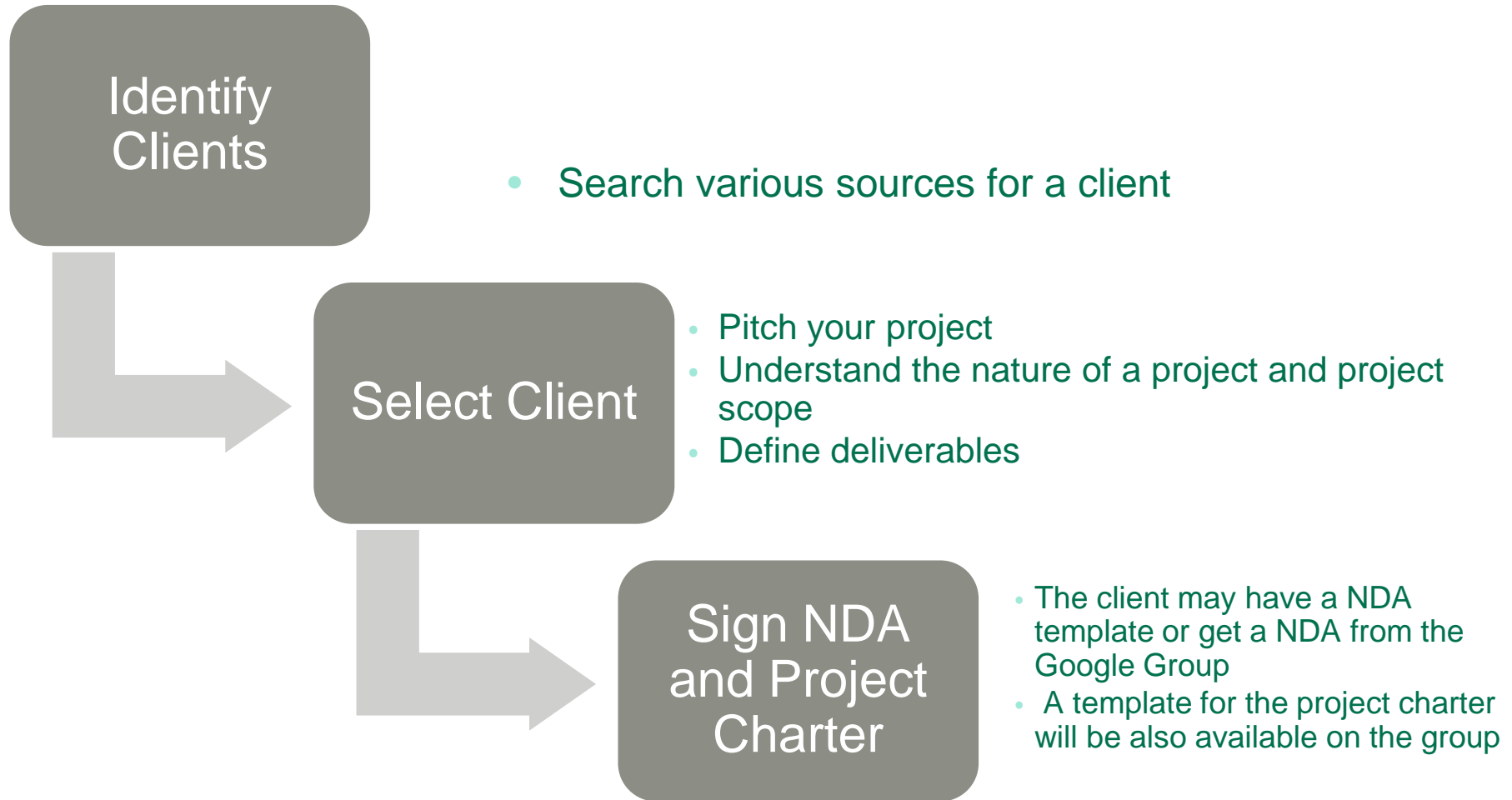
Scenario #2

- A client keeps all suppliers' records in paper files. Now the client wants to digitalize paper files.
- Request from the client: help digitalize paper files

Recap: characteristics of a suitable graduation project

- Has to be process oriented
 - *A process has goal(s) and involves multiple tasks and/or stakeholders*
 - *The process could be business related or IT related*
- Has to involve a complete IT solution to improve the identified process
 - *a complete IT solution vs security patches, enhancement of existing features, data migration, Web site design/enhancement, improve the speed of a network, etc.*
- Ultimately the goal of a graduation project is to equip a client with the ability to continuously and systematically perform better

Overview of steps for securing a client



Help provided by the school

- Course enrollment inquiries
 - *Email TRSITM office at trsitm@ryerson.ca*
- Project related inquiries
 - *Email Professor Lin Dong at ldong@ryerson.ca*
- Google group ITM90AB Graduation Project
 - *Post client projects*
 - *Identify group members*
- A centralized platform for the direct interaction between students and clients (pending for approval)

NEW TOPIC



Mark all as read

Actions

Filters



ITM90AB Graduation Project Shared privately

18 of 18 topics (69+ unread) ⌵

Tags · Manage · Members · About

There is one pending member to review

Welcome to the ITM90AB Google Group!

PURPOSE

The Google Group is created to (1) facilitate students to find their group members, (2) allow the school to share with students project-related documents and answer questions/inquiries about the capstone project, and (3) broadcast project opportunities to interested students

FINDING GROUP MEMBERS:

Team up with people who possess a range of skills including project management, accounting, technical knowledge, library/Internet research, writing, and editing, and leadership. **To start finding group members, start a "new topic", introduce yourself and indicate which class section you are in.**

REMINDER:

The department will be conducting audits to ensure all students meet the prerequisites for ITM 90AB. Students who do not meet the prerequisite requirements will NOT be enrolled into the course and group formations may change. Students must also be enrolled in the co-requisite to this course, [ITM 707 - Strategy, Management and Acquisition](#).

PLEASE NOTE:

This forum is monitored by The Ted Rogers School of ITM and is governed by Ryerson Senate Policies (i.e. 61 – Student Code of Non-Academic Conduct, <http://www.ryerson.ca/senate/policies.html>) & Ryerson Student Computing Guidelines (<http://www.ryerson.ca/ccs/about/policies.html>). As a result, any posts that violate any policies will be removed and further disciplinary action may be taken. Posts are reviewed and will be posted within 24 hours on weekdays. Posts made on weekends/holidays will be reviewed on the next business day.

[Edit welcome message](#) [Clear welcome message](#)

<input type="checkbox"/>		For groups that haven't found a client By me - 1 post - 25 views	90aWinter2018 · 90aWinter2018	Jan 24
<input type="checkbox"/>		Important Update: New Requirements for Group Profiles (1) By Ryerson BTM Program - 1 post - 207 views	Update	7:20:17
<input type="checkbox"/>		Capstone project documents that could be shared with potential clients By me - 1 post - 202 views	90a2017	5/13/17
<input type="checkbox"/>		Looking to Join a group - ITM 90 A/B - Mohamed Jahani Sec - 6:30p.m-9:30p.m (1) By shanika rahman - 1 post - 11 views	90aWinter2018	Jan 18
<input type="checkbox"/>		Looking For 2 More Members (4) By visvasit - 4 posts - 37 views	90aWinter2018 · 90aWinter2018	Jan 18
<input type="checkbox"/>		Section 711 - Looking for Group! (2) By aleksander basic - 2 posts - 27 views	90aWinter2018	Jan 18
<input type="checkbox"/>		Looking for two more group members for ITM 90A Winter18 (5) By jhevaranjan - 5 posts - 70 views	90aWinter2018	Jan 15
<input type="checkbox"/>		Section 771E - Looking to join group (1) By elden dcosta - 1 post - 14 views	Group · 90a	Jan 15
<input type="checkbox"/>		Are you starting ITM90AB in Winter 2018 and still need a group? (6) By nishan neelavannan - 6 posts - 102 views	90aWinter2018	Jan 12
<input type="checkbox"/>		Group of 3 looking for 2-3 more members (1) By hwayun jun - 1 post - 11 views	90aWinter2018	Jan 12

STUDENT GROUP



Nightmare of a bad date

- Not reliable
- Not accountable
- Not responsive
- Poor quality

What am I going to do with it?



Group size

- ❑ Minimum 4, and maximum 6
- ❑ Start looking for group members early because people may have to drop the project due to:
 - *incomplete prerequisites*
 - *family issues*
 - *Other issues*

Criteria for ideal group members

- ❑ A strong work ethic
 - *Strong sense of responsibility*
 - *Strong emphasis on quality*
 - *Disciplined in managing priorities*
 - *Strong sense of teamwork*
- ❑ Be opened minded
- ❑ Share the same goal/aspirations
- ❑ Complementary skill sets including: project management, financial analysis, business analysis, research skills, oral and written communication skills, work experience)



How to find group members

- ❑ How to identify group members
 - *Classmates from previous courses*
 - *Referrals from your friends*
 - *This information session*
 - *Training workshops*
 - *Google forum*
- ❑ Interview the potential members
- ❑ Test run the potential members

Note that it does take time to find a good team member. The effort is well worth it and will save you from a lot of pressure, nightmare, and agony.



Client



Success



Group members

What now?

- Find a group

If you have already formed a group, you may register the group with the school via the following [Google Form](#). Group formations may change once the enrolment eligibility status is confirmed by the school.

- Start looking for a client
- Check your prerequisites and complete the INCs if you have any

Prerequisites:

4 Year Program & Co-op Students

- Successful completion of ALL REQUIRED courses in the first three years of the program and a minimum of 25 completed credits. It is strongly recommend that Professional Electives from Table I in Semester 5 & 6 are complete to meet minimum requirements.

2 Year Public Ontario College Diploma Students

- Successful completion of ALL 10 courses in the 1st and 2nd semester of the curriculum.

Direct Entry Students

- Successful completion of ALL Reachback courses listed on your Offer of Admission in addition to ALL Required (Professional/Professionally-Related) courses in the 5th and 6th semester.

Note to Students

- Since some of the required courses are not offered every semester, it is each student's individual responsibility to manage their course planning to ensure all prerequisites are met.
- Students should consult their [Academic Advisement Report](#) to view their degree requirements.

Course Offering:

As per the [Ryerson Undergraduate Calendar](#), ITM 90A/B is a two-term course that starts in the 7th semester (Fall – ITM 90A) and continues through the 8th semester (Winter – 90B).

As such, please note that a Winter (ITM 90A) & Spring/Summer (ITM 90B) is not guaranteed and students should plan to complete any prerequisite courses accordingly.

During the course intention process, students will only be required to enroll in ITM 90A* and the Registrar's Office will process the enrollment for ITM 90B.

*ITM 707 - Strategy, Management and Acquisition is a co-requisite to ITM 90A and must be enrolled concurrently with ITM 90A. Alternatively, students may complete ITM 707 prior to enrolling into ITM 90A.