

Exercise #6

How Can We Use the Project Triangle to Communicate Project Expectations?

In this group exercise you will practice assigning numbers to the relative importance of time and quality to a typical project or project task.

Instructions: Pick a typical task or project that you are required to do at your library. Assign it a ratio based on time and quality. If time (the speed of completion) is more important, give time the higher number. If quality is more important, give quality a higher number. The two numbers should add up to 10, except that you cannot use “five plus five.” Present your ratio of quality versus time to the rest of your group, and explain why you choose this ratio.

1. What is the project or specific task?

2. What number would you assign to the **quality** that is expected for this project or task?

3. What number would you assign to the **speed** at which this project or task will be expected to be completed?

4. Bonus question: For extra credit, give yourself, your project team, or your library a score of 1-10, based on how well you think the information about this ratio is communicated:
 - a. Between you and other library employees
 - b. Among project team members for a specific project
 - c. For library-wide projects that everyone participates in