

Fall 2018  
Bruce F. Webster

CS 428  
CREATING AN  
ORGANIZATION  
(AND AN ORG CHART)

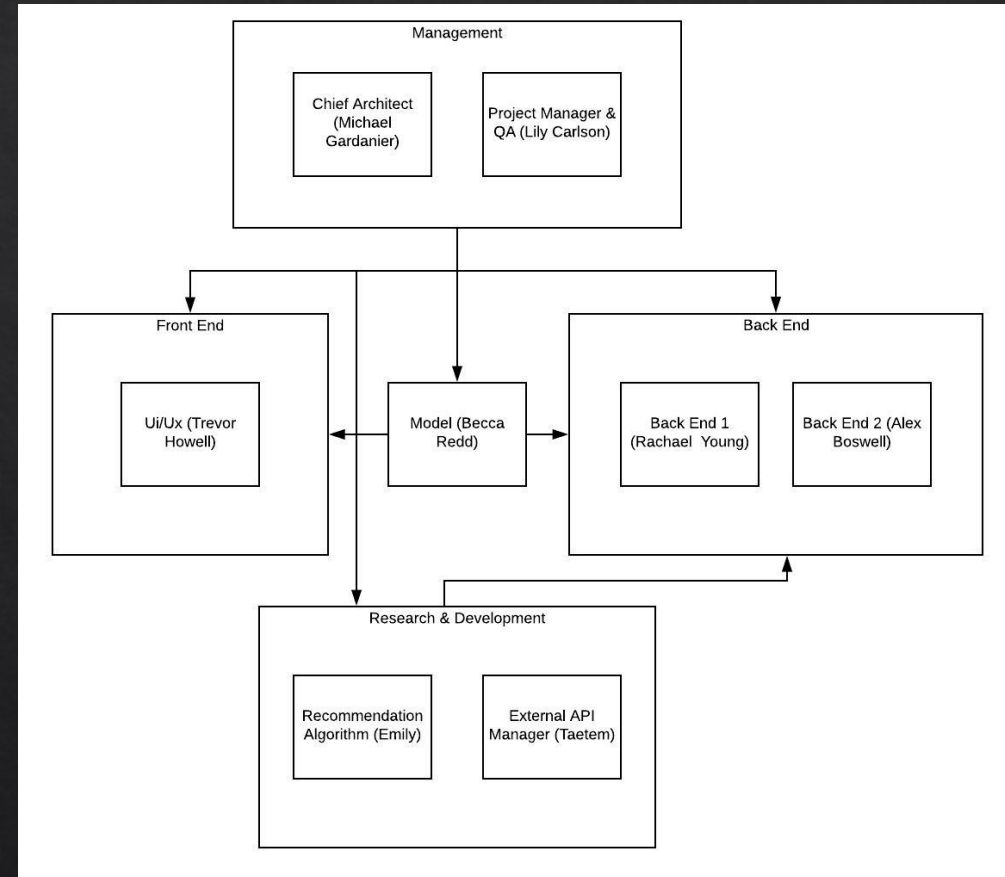
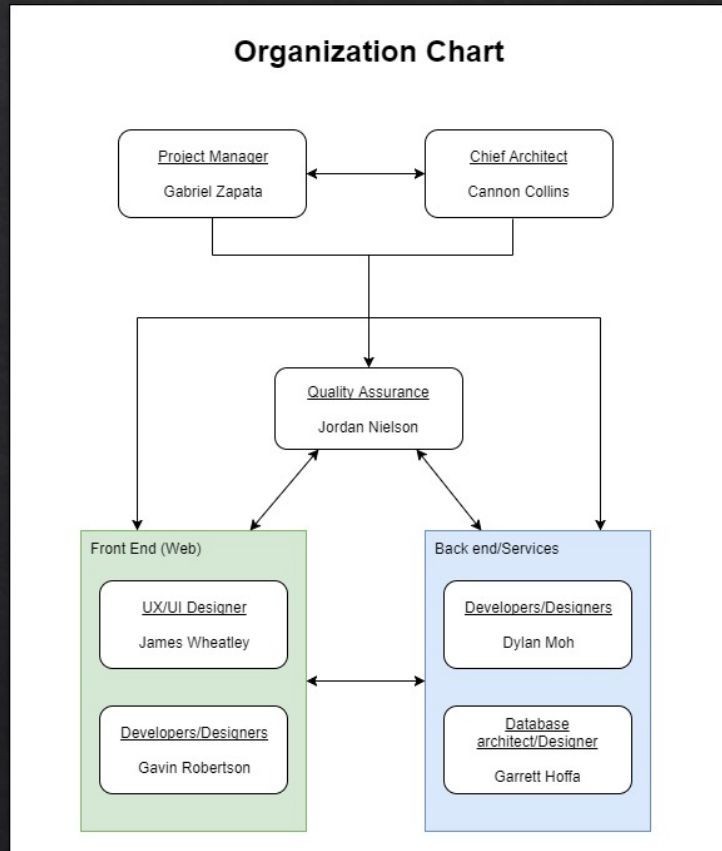
# Why have roles and titles at all?

- ◆ Ideal: frequently reorganize and (re)assign tasks to use the best people at any given moment
- ◆ Real: time wasted coming up to speed, loss of 'gained knowledge', undocumented tasks and issues falling into the cracks, uncertain authority/gatekeeping
- ◆ Also real (for formal organization): issues of prestige & ego, lack of talent/skill/interest in certain roles, misused authority
- ◆ You are welcome to take whatever approach you want, but be prepared to document and defend it

# Why have an organization chart?

- ◇ Appropriate division of labor
- ◇ Focus on individual talents and interests
- ◇ Make responsibility clear
- ◇ Establish lines of communications that reflect the target architecture (see “[Remember Conway’s Law](#)”)
- ◇ Align individual goals with team goals (see “[How to retain IT talent with goal alignment](#)”)

# Examples





# Possible Roles/Titles

- ◇ Project manager (mandatory)
- ◇ Chief architect (mandatory)
- ◇ Designer/developer
- ◇ Quality assurance
- ◇ Librarian/configuration management
- ◇ UX/UI designer
- ◇ Tool builder
- ◇ Graphics/Sound/Music artists
- ◇ Technical writer
- ◇ Database architect/designer
- ◇ Sales/marketing/customer relations/support

# Define the following for each role/title:

- ◇ Deliverables responsible for
- ◇ Final approval/decision (“gatekeeper”) authority
- ◇ Management/communication lines with other team members
- ◇ A description that’s clear, even if the title is not (cf. “[Silicon Valley Job Title Generator](#)”)
- ◇ Note: for smaller teams, a given person may have multiple roles, or a single role with multiple or expanded responsibilities
- ◇ NOTE: This is a mandatory document. You can embed the org chart in this document or make it separate.
- ◇ Example from last semester: <https://github.com/lily514/book-app-428/wiki/Organization-Chart-and-Role-Requirements>



# Challenges in organizing a team

- ◇ Deciding how you're going to decide
- ◇ Competition for 'prestige' jobs (project manager, chief architect)
- ◇ Available talents don't always match required positions
- ◇ Forgetting that you can reorganize and reassign during the project
- ◇ Not knowing what you need yet
- ◇ Not knowing what you don't know about your project yet (cf. Armour)

# Assignment: create & upload your team's org chart and roles/responsibilities doc

- ◆ Should be on your team's wiki in GitHub by **Saturday at midnight**
  - ◆ Full credit requires:
    - ◆ Both the org chart and the roles/responsibilities doc (can be combined on a single page)
    - ◆ The org chart needs to show lines of communication and management (hint: arrows)
    - ◆ Roles/responsibilities document needs to contain the information listed a few slides back
- ◆ I will build a presentation with each team's org chart and roles descriptions on Monday morning (10/1/18)
- ◆ Next Monday afternoon, in class, each team leader will have to explain the rational for that team's org chart (~5 minutes)