

Methodological tool: Create a trello board

Number of methodological Tool	EUPANEXT_LO_115_M_001
Work Area Code and Title	Work Area 10: Projects
Unit Code and Title	4.11 Use project management skills to accomplish implementation of a complex project with significant levels of risk
Learning Outcome Number and Title	LO115 Demonstrate the ability to apply skills, knowledge and competencies to manage a project using relevant (software) tools.
Objective of the methodological tool	After the completion of this activity, participants will be able to create a board (project) on trello, the most easy-to-use collaborative, online project management tool, to split work packages in tasks, to assign deadlines and people in tasks, etc.
Approximate Time needed for the completion of this exercise	30 min.
Individual or group exercise	<input checked="" type="checkbox"/> Individual <input type="checkbox"/> Group
Type of methodological tool	<input checked="" type="checkbox"/> Simulation <input checked="" type="checkbox"/> Exercise using ICT
Description of the exercise/Procedure	Ask learners to thoroughly read the hypothetical project provided in the attachment (EUPANEXT_LO_115_M_01_Att1). Then ask learners, while supporting them if needed, to: <ul style="list-style-type: none"> - Create an account on trello - Create a team - Invite people (inviting each other would work, as they will all be online at the same time) - Create a board - Create lists - Create tasks - Assign people to each task - Assign deadlines - Write comments - Create checklists - Indicate tasks as complete - Mention people - Etc.
Exercise is accompanied by	EUPANEXT_LO_115_M_001_Att_1
Exercise solution	-
Other comments to the trainer	