UNIVERSIDAD PARA LA COOPERACION INTERNACIONAL

(UCI)

FINAL GRADUATION PROJECT NAME (TOPIC)

STUDENT NAME

FINAL GRADUATION PROJECT SUBMITTED IN PARTIAL FULFILLMENT OF THE REQUIREMENTS FOR THE

MASTER IN PROJECT MANAGEMENT (MPM) DEGREE

Name of city, Country

Month and year

UNIVERSIDAD PARA LA COOPERACION INTERNACIONAL

(UCI)

This Final Graduation Project was approved by the University as

partial fulfillment of the requirements to opt for the

Master in Project Management (MPM) Degree

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Full name must be written

TUTOR

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full name must be written

REVIEWER No.1

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full name must be written

REVIEWER No.2

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student full name

STUDENT

**DEDICATION**

Do not fill in the Graduate Seminar course.

What is highlighted in yellow should not appear in your progress, they are a guide for the development of the sections.

**ACKNOWLEDGMENTS**

Do not fill in the Graduate Seminar course.**ABSTRACT**

It must be written in simple present tense and it must be written in one page.

(See annexes in the campus for further information).

This part is done in the last unit of the Graduation Seminar course, which corresponds to the description of the object, need, context, work done, and methodology, and is completed with the tutor when the Final Graduation Project course is carried out, with what corresponds to the findings and conclusions, see the corresponding presentation in the last unit of the GS course. Do not leave indentation or blank lines, or put quotes or references, it is written with 1.0 spacing.

**INDEX OF CONTENTS**

[INDEX OF FIGURES 7](#_heading=h.1fob9te)

[INDEX OF CHARTS 8](#_heading=h.3znysh7)

[ABBREVIATIONS AND ACRONYMS 9](#_heading=h.2et92p0)

[EXECUTIVE SUMMARY 10](#_heading=h.tyjcwt)

[1 INTRODUCTION 11](#_heading=h.1t3h5sf)

[1.1. Background 11](#_heading=h.4d34og8)

[1.2. Statement of the problem 11](#_heading=h.2s8eyo1)

[1.3. Purpose 12](#_heading=h.17dp8vu)

[1.4. General objective 12](#_heading=h.3rdcrjn)

[1.5. Specific objectives 13](#_heading=h.26in1rg)

[2 THEORETICAL FRAMEWORK 14](#_heading=h.lnxbz9)

[2.1 Company/Enterprise framework 14](#_heading=h.35nkun2)

[2.2 Project Management concepts 16](#_heading=h.z337ya)

[2.3 Other applicable theory/concepts related to the project topic and context 17](#_heading=h.3whwml4)

[3 METHODOLOGICAL FRAMEWORK 18](#_heading=h.qsh70q)

[3.1 Information sources 18](#_heading=h.3as4poj)

[3.2 Research methods 19](#_heading=h.49x2ik5)

[3.3 Tools 20](#_heading=h.3o7alnk)

[3.4 Assumptions and constraints 22](#_heading=h.ihv636)

[3.5 Deliverables 23](#_heading=h.1hmsyys)

[4 RESULTS 25](#_heading=h.41mghml)

[4.1.Topic related to specific objective 1 25](#_heading=h.vx1227)

[4.2. Topic related to specific objective 2 25](#_heading=h.3fwokq0)

[4.3. Topic related to specific objective 3 25](#_heading=h.1v1yuxt)

[5 CONCLUSIONS 26](#_heading=h.4f1mdlm)

[6 RECOMMENDATIONS 27](#_heading=h.2u6wntf)

[7 VALIDATION OF THE FGP IN THE FIELD OF REGENERATIVE AND SUSTAINABLE DEVELOPMENT 28](#_heading=h.19c6y18)

[BIBLIOGRAPHY 29](#_heading=h.3tbugp1)

[APPENDICES 30](#_heading=h.28h4qwu)

[Appendix 1: FGP Charter 31](#_heading=h.nmf14n)

[Appendix 2: FGP WBS 39](#_heading=h.37m2jsg)

[Appendix 3: FGP Schedule 40](#_heading=h.1mrcu09)

[Appendix 4: Preliminary bibliographical research 41](#_heading=h.46r0co2)

[Appendix 5: Other relevant information 42](#_heading=h.2lwamvv)

# INDEX OF FIGURES

[Figure 1 Organizational structure (Source: xxxx) 4](#_heading=h.44sinio)

[Figure 2 x 5](#_heading=h.1y810tw)

[Figure 3 x 5](#_heading=h.4i7ojhp)

[Figure 5 x 5](#_heading=h.2xcytpi)

[Figure 6 x 5](#_heading=h.1ci93xb)

# INDEX OF CHARTS

[Chart N° 1 Information sources (Source: xxxx) 7](#_heading=h.1pxezwc)

[Chart N° 4 Assumptions and constraints (Source xxxx) 10](#_heading=h.32hioqz)

# ABBREVIATIONS AND ACRONYMS

Must be in alphabetical order.

Do not use bold type, italics, indentation, or bullets.

# EXECUTIVE SUMMARY

* Must be two pages, as a maximum, including a summary of conclusions and recommendations.
* Must be written in past tense and its content does not have numbering/bullets.
* Specific objectives must be separated by a comma.
* Must be in single-line spacing.
* Should start with one or two background paragraphs, then one paragraph with the problem to be solved, followed by a paragraph with the justification.
* Secondly, the general objective as well as specific objectives paragraph should be included (following the same writing as the charter).

For example: The Final Graduation Project general objective was …. The specific objectives were: objective 1…, objective 2…, and so forth.

* In the third place, one or two paragraphs summarizing the methodology followed should be included.
* The fourth component will be two or three paragraphs with the main conclusions (aligned with the specific objectives as well as the general objective). \*\*
* The fifth and final component should be two or three paragraphs with the main recommendations derived from the FGP development process. \*\*

\*\* **Conclusions as well as recommendations paragraphs are developed by the student during the tutoring phase and, therefore, are not developed during the graduation seminar.**

# INTRODUCTION

From this section 2.0 line spacing must be used. Page numbering must be in Arabic numerals located on the upper right corner of each page. The introduction minimum size is half a page. Citing must be made as per norm APA in its most current version (all along the complete FGP document). Do not leave blank lines between paragraphs. Written must be in simple, comprehensive, brief, and well-defined grammatical sentences. The wording must be objective, and written in the third person. The text must be aligned to the left side as shown in this paragraph. Use indentation at the beginning of each paragraph of 1.25cm as shown in this paragraph (see exceptions on the Summary of the APA norm).

### Background

It is related to the company and the solution that is being proposed by the student.

It is directly related to relevant historical information included in the FGP charter.

It must be more detailed than the FGP charter. It is not the same as the company/enterprise framework, which is included in the second chapter. The background minimum size is one page. Citing must be made as per the norm APA in its most current version. No literal copies must exist or paraphrasing without citing. Do not leave blank lines between paragraphs

### Statement of the problem

Must define, in clear and concise detail, the problems to be studied according to what the company is missing because of the lack of what the student is proposing. The minimum size is one page. Citing must be made as per the norm APA in its most current version. No literal copies must exist or paraphrasing without citing. Do not leave blank lines between paragraphs

### Purpose

It is related to what was defined in the charter but must be more detailed. Must indicate what the study will investigate.

Must define why the project will be done and list each one of the expected benefits to be obtained by implementing the project.

Minimum size of one page. Citing must be made as per the norm APA in its most current version. No literal copies must exist or paraphrasing without citing. Do not leave blank lines between paragraphs

### General objective

The general objective must describe the end purpose that is expected from the research, and its motivation. It is fully related to the product of the research.

Must start with an action verb in infinitive form, that allows to assess its completion, should have complete sentences, and must have a “what?” and “for what?” For example:

* + What? To create a project management methodology.
	+ For what? To better organize projects on a given company.

It is recommended that objectives are not too long or complex sentences (two-line extension is advisable).

Must be the same objectives stated in the FGP charter.

### Specific objectives

Each one must start with an action verb in infinitive form, that allows one to assess its completion, should have complete sentences, and must have a “what?” and “for what?”

Specific objectives must be part of the general objective since achieving the specific objectives is how the general objective is achieved. Specific objectives should be associated with FGP deliverables which, later on, will be reflected on the WBS.

Must be sequentially ordered and numbered consecutively. Specific objectives must be numbered with Arabic numbers.

# THEORETICAL FRAMEWORK

Every chapter, as well as this one, should use APA[[1]](#footnote-0) style to credit sources by correctly citing references. No textual citations must be included without proper citation.

It is not a summary of cites, it must be written by the student using appropriate cites as needed.

Should include charts, figures, and graphs as needed to facilitate its reading. Remember that charts, figures, and graphs must be numbered consecutively.

Charts must be numbered and named on their upper section as per APA norm in its current version.

For charts, figures, and graphs, sources should be included following APA style.

Charts and figures must be in English language.

The wording must be objective, and written in the third person.

### Company/Enterprise framework

Must be subdivided into sections with the corresponding titles as shown below.

Must not be a copy of section 1.1 Background from Chapter 1.

#### Company/Enterprise background

#### Mission and vision statements

Relate these elements to the Final Graduation Project and its impact on the company or enterprise.

#### Organizational structure

Describe the company/enterprise organizational structure. It might be helpful to use a Figure.

This element can be related to the areas or the organization that might be impacted by the FGP, as well as dependence relationships with other departments.

**Figure 1**

**Organizational structure (Source: xxxx)**



Note: Adapted from the *Positions Manual* (p.120), Development Company, 2022, with authorization from the author. Own creation.

#### Products Offered

Must indicate the main company or enterprise products for which the work is developed as well as their relationship with the FGP objectives. Briefly explain each product.

### Project Management concepts

Must indicate the main project management concepts, such as project, project management, project life cycle, knowledge areas, project management processes, process groups, and any other applicable project management-related concepts.

Must include the relationship of these concepts with the topics to be developed for the FGP, as well as with the company/enterprise context. For example: if the company has its project life cycle, it should be presented in this section, after the generic project life cycle definition.

Remember to use APA style cites as needed for every bibliographical source used.

#### Project management principles

#### Project management domains

#### Predictive, adaptative, and hybrid projects

#### Project management

#### Project management knowledge areas and processes

#### Project life cycle

**Figure 2 x**

**Figure 3 x**

#### Company strategy, portfolios, programs and projects

**Figure 5 x**

**Figure6 x**

### Other applicable theory/concepts related to the project topic and context

Include all definitions and theory related to the project topic on this section.

Include applicable subtitles as needed.

Citing must be made as per norm APA in its most current version. No literal copies must exist or paraphrasing without citing. Do not leave blank lines between paragraphs

**2.3.1 Current situation of the problem or opportunity in study**

**2.3.2 Previous research done for the topic in the study**

**2.3.3 Other theories related to the topic in the study**

# METHODOLOGICAL FRAMEWORK

Information sources, research methods, tools, assumptions, constraints, and deliverables are explained in this chapter.

Remember to use APA style cites as needed for every bibliographical source used.

### Information sources

Must include the definition of information sources, using APA style cites as needed.

#### Primary sources

Must include the definition of primary information sources, using APA style cites as needed.

Must indicate which are the primary information sources used on the FGP.

#### Secondary sources

Must include the definition of secondary information sources, using APA style cites as needed.

Must indicate which are the secondary information sources used on the FGP.

The summary of information sources must be shown in a chart such as chart 1 below.

#####

(leave a blank line before and after each figure or table)

##### Chart 1

##### Information sources (Source: xxxx)

| **Objectives** | **Information sources** |
| --- | --- |
| **Primary** | **Secondary** |
| Include the first specific objective. | Indicate primary sources used for this objective. | Indicate secondary sources used for this objective. |
| Include a second specific objective.  | Indicate primary sources used for this objective. | Indicate secondary sources used for this objective. |
| Include as many additional lines as needed to have one line for every objective. | Indicate primary sources used for this objective. | Indicate secondary sources used for this objective. |

(leave a blank line before and after each figure or table)

### Research methods

Must include the definition of research methods, using APA style cites as needed.

Must indicate which are the research methods used on the FGP.

Example:

3.2.1 Analytical method

3.2.2 XXXX method

The summary of research methods must be shown in a chart such as chart 2 below.

##### Chart 2

##### Research methods (Source xxxx)

| **Objectives** | **Research methods** |
| --- | --- |
| Indicate research method 1  | Indicate research method 2 | Include as many additional columns as needed to have one column for every research method |
| Include first specific objective.  | Explain how the corresponding research method was applied for this objective. | Explain how the corresponding research method was applied for this objective. | Explain how the corresponding research method was applied for this objective. |
| Include second specific objective.  | Explain how the corresponding research method was applied for this objective. | Explain how the corresponding research method was applied for this objective. | Explain how the corresponding research method was applied for this objective. |
| Include as many additional lines as needed to have one line for every objective. | Explain how the corresponding research method was applied for this objective. | Explain how the corresponding research method was applied for this objective. | Explain how the corresponding research method was applied for this objective. |

### Tools

Must include the definition of tools, using APA style cites as needed.

Must indicate which are the tools used on the FGP.

The summary of tools must be shown in a chart such as chart 3 below.

##### Chart 3

##### Tools (Source xxxx)

| **Objectives** | **Tools** |
| --- | --- |
|
| Include first specific objective.  | Indicate tools used for this objective. It is recommended to analyze the tools defined in the *PMBOK Guide*. |
| Include second specific objective.  | Indicate tools used for this objective. It is recommended to analyze the tools defined in the *PMBOK Guide*. |
| Include as many additional lines as needed to have one line for every objective. | Indicate tools used for this objective. It is recommended to analyze the tools defined in the *PMBOK Guide*. |

### Assumptions and constraints

Must include the definition of assumptions and constraints, using APA style cites as needed.

Must indicate which are the assumptions and constraints considered on the FGP.

The summary of assumptions and constraints must be shown in a chart such as chart 4 below.

##### Chart 4

##### Assumptions and constraints (Source xxxx)

| **Objectives** | **Assumptions** | **Constraints** |
| --- | --- | --- |
|
| Include first specific objective.  | Indicate assumptions applicable for this objective. | Indicate constraints applicable for this objective. |
| Include second specific objective. | Indicate assumptions applicable for this objective. | Indicate constraints applicable for this objective. |
| Include as many additional lines as needed to have one line for every objective. | Indicate assumptions applicable for this objective. | Indicate constraints applicable for this objective. |

### Deliverables

Must include the definition of deliverables, using APA style cites as needed.

Must indicate which are the deliverables developed on the FGP.

The summary of deliverables must be shown in a chart such as chart 5 below.

##### Chart 5

##### Deliverables (Source xxxx)

| **Objectives** | **Deliverables** |
| --- | --- |
|
| Include first specific objective.  | Indicate deliverables to be produced for this objective. Remember that a deliverable might be a plan, document, design, report, presentation, study, etc. Briefly describe each deliverable. |
| Include second specific objective. | Indicate deliverables to be produced for this objective. Remember that a deliverable might be a plan, document, design, report, presentation, study, etc. Briefly describe each deliverable. |
| Include as many additional lines as needed to have one line for every objective. | Indicate deliverables to be produced for this objective. Remember that a deliverable might be a plan, document, design, report, presentation, study, etc. Briefly describe each deliverable. |

# RESULTS

This chapter will be developed with your tutor as part of the tutoring process (not during the graduation seminar). The wording of this document should be impersonal. Do not write in the first person throughout the document. Justify text to the left only.

# 4.1.Topic related to specific objective 1

Describe the activities and results associated with the fulfillment of this specific objective (might include graphs, charts, flow diagrams, methodologies, phases, templates, plans, etc).

# 4.2. Topic related to specific objective 2

Describe the activities and results associated with the fulfillment of this specific objective (might include graphs, charts, flow diagrams, methodologies, phases, templates, plans, etc). Details of target activities (may include graphs, charts, processes, methodologies, phases, templates, and plans)

# 4.3. Topic related to specific objective 3

Include as many additional subtitles as needed to have one subtitle (section) for every objective. Details of target activities (may include graphs, charts, processes, methodologies, phases, templates, and plans)

# CONCLUSIONS

This chapter will be developed with your tutor as part of the tutoring process (not during the graduation seminar).

Must be numbered and related to the specific objectives of the FGP as well as to the general objective.

# RECOMMENDATIONS

This chapter will be developed with your tutor as part of the tutoring process (not during the graduation seminar).

Must be numbered and related to the specific objectives of the FGP as well as to areas that were not developed as part of the research.

Should be directed to somebody.

# VALIDATION OF THE FGP IN THE FIELD OF REGENERATIVE AND SUSTAINABLE DEVELOPMENT

Make an introduction (between 2 and four pages) to this chapter explaining what Sustainable Development and Regenerative Development are, as well as the importance of each for life and their consideration in project management. In this chapter, the student explains the relationship and impact of project execution and operation of the final product with regenerative development and sustainable development. What effects of the project execution, deliverables, or effects of the maintenance and operation of the final product or outcome favor or disfavor regenerative development and sustainable development, as well as the Sustainable Development Goals (SDGs). Describe specifically and in detail what, how, why, and, if there are unfavorable effects, how they could be mitigated or avoided, so that the impact in these two areas is clear, as well as possible solutions.

# 7.2 Relationship of the project to the Sustainable Development Goals.

# Briefly explain the history, what they are, and the purpose of each SDG and clearly how the project, the product, and its operation and maintenance relate to each of the Sustainable Development Goals. If you consider that any of the SDGs do not relate to your project or product, explain clearly and convincingly the reasons why.

**7.3 Analysis of the project according to Standard P5**

# First explain, in two to four pages, what the impact analysis with Standard P5 consists of, what are the criteria for assigning before and after scores and what is the importance of this analysis.

# Second, prepare the assessment in the corresponding format or template as you saw in the Special Topics in Project Management II (Regenerative development and preparation for GPM-b certification) course where you were provided with the P5 assessment template format that you should also use in this work.

# Paste into this document the template from the original format, not as an image, so reviewers can put comments in any cell, put the sheet in landscape orientation to better accommodate the template and text, and if necessary, use a larger formatted sheet so the template can be easily read.

# Remember to repeat the header on each page as the template exceeds one page. Use font size between 9 and 11 for ease of reading and to accommodate text, use a single font and font size throughout the template.

# For each impact type, subcategory, and element, analyze the cause, potential impact, proposed response, and impact score before and after the proposed response.

# Comment in summary form after the template, the results obtained in terms of the proposed improvements for each category.

#  It is not only a matter of elaborating the evaluation templates, but also of explaining and interpreting them.

# 7.4 Relationship of the project to the dimensions of Regenerative Development

# Explain briefly what Regenerative Development consists of, describe each of its dimensions, as well as the importance of project product validation in the field of Regenerative Development.

# Answer one by one the proposed questions in the unit presentation corresponding to this section. If in any case it is considered that any of the Regenerative Development Dimensions are impacted, explain the actions that could avoid or mitigate that impact.

# This analysis should be linked to the P5 analysis as appropriate.

#

#

# BIBLIOGRAPHY

They should be written according to APA standards and in ascending alphabetical order (A-Z). All citations placed in the paper should have the corresponding bibliographic reference here. The spacing is double-spaced between lines.

References from Wikipedia or similar are not accepted.

Bibliographic references must be no older than 5 years unless there is no recent version of any of them and there is no document that provides the same information with the same quality.

A reference generally has four elements: author, date, title, and source. Each element answers a question:

- author: Who is responsible for this work?

- date: When was this work published?

- title: What is the name of this work?

- source: Where can I retrieve this work?

Considering these four elements and answering these four questions will help you create a reference for any type of work, even if you don't see a specific example that matches it (APA, 2020).

Example:

Project Management Institute. (2021). A Guide to the Project Management Body of Knowledge, (*PMBOK® Guide*) - Seventh Edition, Project Management Institute, Inc., 2021.

# APPENDICES

## Appendix 1: FGP Charter

**CHARTER OF THE PROPOSED**

**FINAL GRADUATION PROJECT (FGP)**

1. Student name

|  |
| --- |

1. FGP name

| Must be related to the FPG end productExample: Design guidelines for the construction of clinics that allow compliance with the LEED standards. |
| --- |

1. Application Area (Sector or activity)

| Construction / Medicine / Banking / etc. |
| --- |

1. Student signature

|  |
| --- |

1. Name of the Graduation Seminar facilitator

|  |
| --- |

1. Signature of the facilitator

|  |
| --- |

1. Date of charter approval

|  |
| --- |

1. Project start and finish date

| Fill it in the tutorship | Fill it in the tutorship |
| --- | --- |

1. Research question

| It is the definition, structured as a question, of the problem, concern or doubt of the researcher. Must allow to focus the research and therefore, must be as clear and concise as possible. Shouldn’t be answered by a single “yes”, “no”, “I don’t know” or “not answered”. Shouldn’t suggest the answers “this or that”.Example: What elements must have a guide that allows the design and construction of clinics that comply with the LEED standards? |
| --- |

1. Research hypothesis

| It corresponds to a provisional statement previous to the research start. The purpose of the research is to achieve the verification or denial of the hypothesisExample: Is it possible to build a manual for the design and construction of clinics in Costa Rica that might allow for its LEED certification?  |
| --- |

1. General objective

| Objectives, general and specific, must start with an action verb in infinitive form, that allows one to assess its completion, must be clear and concise, should have complete sentences, and must have a “what?” and a “for what?”. Objectives must be fully related to the Project to be developed as your FGP.General objective: describes the result of the project and its related to its name.Example: To develop a design and construction guideline for clinics that allows its compliance with the LEED standards. |
| --- |

1. Specific objectives

| Specific objectives must start with an action verb in infinitive form, that allows one to assess its completion, must be clear and concise, should have complete sentences, and must have a “what?” and a “for what?”.Specific objectivesThe number of these objectives must be the one needed to achieve the general objective. Each one must be numbered in Arabic numbers and must be ordered in a logic sequence related to the project completion.Example:1. To develop a report that documents the analysis of different clinics constructions standards to define its basic elements.
2. To create an analysis report of the LEED standards which can be applied to the clinics in the country, in order to define the basic elements to fulfill in order to be able to certified the construction.
3. To define the needs to be fulfilled by a clinic, with regards to services, to focus on the most important design requirements.
4. To define the design and construction guidelines for clinics to be LEED certified.
 |
| --- |

1. FGP purpose or justification

| Must define the importance of the project, why the project is to be done, and its expected benefits. Shouldn’t be long (you can limit the description to three paragraphs). At least one part of the justification must be quantitative to determine its impact in that aspect. Example:1. There are no similar guidelines in the country to the one proposed, nor in any other country of Latin America (based on the bibliographical research)
2. Annual investment in public clinics which is of $XX million must be optimized for LEED compliance.
3. Clinics certification can be upgraded by using international standards such as LEED in order to guarantee sustainable design and construction.
 |
| --- |

1. Work Breakdown Structure (WBS). In table form, describing the main deliverable as well as secondary, products or services to be created by the FGP.

| Breakdowns in a clear, specific, and measurable way of each one of the products to be delivered by the project, which corresponds to each one of the objectives (general and specific).Each deliverable must be related to one specific objective (there might be more than one deliverable per objective however this is not very common). Remember that a deliverable is a document, report, design, work, or plan.Example (in your FGP you must follow the same structure shown here including the indentations to indicate a lower level in the WBS):1. FGP
	1. FGP profile

1.1.1 Introduction1.1.2 Theoretical framework1.1.3 Methodological framework1.1.4 Preliminary bibliographical research 1.1.5 Annexes (FGP schedule, FGP WBS, FGP Charter)* 1. FGP development

1.2.1 Report of the Clinic Construction Standards.  1.2.1.1 Standards reading and analysis report.  1.2.1.2 Standards features found from the design and selection criteria.  1.2.1.3 Report writing. 1.2.2 Report and analysis of LEED standards. …1.2.3 ……1.2.4 ……1.2.5 Conclusions1.2.6 Recommendations1.2.7 Reference lists 1.2.8 Annexes1.2.9 Tutor approval for reading. * 1. Reader’s review.
	2. Board of Examiners evaluation.
 |
| --- |

1. FGP budget

| Detail the budget that you estimate is necessary to develop your FGP document (relevant costs).It is not necessary to calculate the student time. Neither is it related to estimate the budget for the project of your FGP (following the same line of previous examples in this document, it is not to estimate the cost of the LEED certified clinics).Examples: software licenses acquisition, hardware, work tours (transportation, lodging and food), interviews in person (focus group or forum type), information processing.  |
| --- |

1. FGP planning and development assumptions

| Facts assumed to be true for planning purposes. Its validity must be confirmed as the project progresses. Describe at least four assumptions. \*\*Be careful, and elements included as assumptions cannot be repeated as risk or constraint.\*\*Examples: Information about clinics in the country is organized and available.LEED standards access will be non-restricted and there will not be limitations to its use for academic purposes. Researcher time for the FGP will be at least 15 hours per week during the FGP development process.  |
| --- |

1. FGP constraints

| Limiting factors that limit the student in charge of the FGP for its fulfillment. This might be related to time, cost, scope, and quality. Describe at least four constraints. Examples:The maximum time frame to finalize the FGP is 12 weeks.Private clinics will not be part of the analysis. |
| --- |

FGP development risks

| Identify and list each one of the risks.Describe them in written in such a way that there are related to the root cause with the risk event and with the impact in the FGP. Describe at least four risks. \*\*Be careful, and element included as risk cannot be repeated as restriction or assumption.\*\*Example:A strong hurricane season might delay the work tours and the data collection in the field, which might delay the deliverables development.  |
| --- |

1. FGP main milestones

Milestones are related to deliverables on the second level (deliverables) and third level (control accounts) of the WBS of section 14 of this Charter. At the same time the deliverables are related to the specific objectives (in the case of the FGP please include the times for the tutorship reviews as well as for the readership).

| **Deliverable** | **Finish estimated date** |
| --- | --- |
| 1.1 FGP profile |  |
| 1.1.1 … |  |
| 1.2 FGP development |  |
| 1.2.1 … |  |
| 1.2.2 … |  |
| 1.2.3 … |  |
| 1.3 Readers review  |  |
| 1.4 Board of Examiners Evaluation |  |

1. Theoretical framework
	1. Estate of the “matter”

| Background description and current status of the problem and research done about it. The current state of the problem or situation being studied is commented on. How has it been resolved until now? which improvements have been proposed? what has been the result of its implementation? Have there been other research works done about it? What were the results of those research works? Mention any other factors that help to better understand the problem and its current status. Example: Considering the clinic example which has been used along this document: Description of what a clinic is, what is its function and benefits and functional features. Factors such as the current status of the implementation of sustainable design and construction in clinics and what standards are being used for those purposes.In order to complete this section several research activities can be used: bibliographical (reports, thesis, books or magazines, interviews with experts of clinic functionaries, field observation, etc. |
| --- |

* 1. Basic conceptual framework

| List of the basic concepts to be included in the document. Examples: project management, LEED certification, clinics, sustainable design and construction, etc.  |
| --- |

1. Methodological framework

| **Objective** | **Name of deliverable** | **Information sources** | **Research method** | **Tools**  | **Restrictions** |
| --- | --- | --- | --- | --- | --- |

| 1 To develop a report that documents the analysis of different clinic construction standards to define its basic elements. | Report on the construction standards for clinic construction. | Secondary:thesis, reportsPrimary: field interviews.  | Qualitative. Written information analysis.  | Bibliographical filesQuestionaries (SurveyMonkey, Google Forms) Semi-structured interviews. | Few books on the subject. Difficult to define the population and thus the sample. Limited time of the personnel. |
| --- | --- | --- | --- | --- | --- |

1. Validation of the work in the field of regenerative and sustainable development.

| How is the FGP to comply with the concepts of regenerative and sustainable development?How does the proposed project to regenerative and sustainable development?Include potential indicators and ways to measure them. |
| --- |

## APPENDIX 2: FGP WBS

WBS must include tasks from the complete FGP life cycle, starting from the graduation seminar and ending with the presentation to the Board of Examiners.

Must be created in the WBS Chart Pro tool or another layout approved by the WBS practice standard.

## APPENDIX 3: FGP SCHEDULE

It must be directly related to the WBS and indicate the task name, duration, start date, end date, and predecessor. The development tool is MS Project or Project Libre, Excel is not acceptable.

It must be legible with a minimum font size of 9pts, if necessary you can section it in a way that allows reading and tracking. You can change the page orientation to landscape if necessary to improve the image and readability.

## APPENDIX 4: PRELIMINARY BIBLIOGRAPHICAL RESEARCH

## APPENDIX 5: OTHER RELEVANT INFORMATION

1. Publication Manual of the American Psychological Association. [↑](#footnote-ref-0)