1. Start from the posted Schedule Planner file or the project shared with you (takt.ing)
2. Olli will send production data in an Excel spreadsheet:
    a. Activity starting date
    b. Activity finish date or % complete on Friday of the week
    c. Any days when activity was suspended because of weather etc.
    d. Responses of subcontractors to your control actions
    e. Subcontractors will inform you two weeks before they are able to mobilize
3. Update the schedule and decide control actions
    a. Schedule Planner: Control chart
    b. Schedule Planner: Resource calendar
    c. Takt.ing: Progress data per takt area / process
4. Discuss control actions and desired start dates to the forum
    a. Control actions must be spelled out in the body of the e-mail (subs will not look at the schedule)
    b. Maximum of three control actions a week (limited superintendent time)
    c. Possible actions:
        i. Require additional resources (indicate task and how many resources)
        ii. Demobilize resources (indicate task)
        iii. Instruct subcontractor to change sequence (E.g. 4th floor to 6th floor or one task of a contractor to another)
        iv. Saturday work
        v. Force subcontractor to mobilize early
        vi. Increase productivity of an operation – takes three control actions but provides a lasting 20% benefit (= if you use this, you cannot do other control actions)
    d. For example: “Add 4 resources to Overhead MEP crew. Split the stud crew to floors 2 and 3”
    e. Confirming start dates of subcontractors are not control actions. List the desired start dates for each task at the bottom of your forum post for all contractors who have not mobilized yet.
5. 3 and 4 will repeat until the project is finished – around 30-40 “turns” to complete but the simulation will take 23 turns (3 in tutorial and 2 per working day for two weeks) - approximately 8.00 – 8.30 and 16-16.30, exceptions will be announced.
6. Results will be evaluated based on accuracy of monitoring data (50%)
7. 50% of evaluation is based on the report (around 5 pages):
    a. How did you decide what to do? Were the team’s control actions correct in your opinion? (for each control action)
    b. What behaviors did the subcontractors exhibit?
    c. Who was the most problematic subcontractor?
    d. Who was the bottleneck subcontractor?
    e. What did you learn?
    f. How would the game be different if:
        i. Subcontractors participated in planning and committed to the plan?

ii. Controlling was real-time rather than weekly?
iii. You had used the other location-based method (LBMS or takt)?