



Software Project Management (SE430)

Reflective Diary – Week 1

Self-Evaluation of Project Management Qualities

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Self-Evaluation of Project Manager Qualities:

Project Management Skill	Self Rating(1 to 5)	Explanation
People Skills	3	I am good at communicating and keeping work in progress. In contrast, I have difficulty starting discussions and going for something outside of work.
Leadership	3	I have successfully managed certain end-of-semester projects assigning the works judiciously so that the projects are completed effectively. Nevertheless, handling conflicts remains a problem for me.
Listening	4	I consider the viewpoints of my team before arriving at any choice; however, I am sometimes forced to make snap decisions due to time constraints in the final weeks of a project.
Integrity & Ethical Behavior	4	I consider ethical behavior an attribute of utmost value. Thus, the betterment of society is ensured in any project I undertake. Besides, I always take full responsibility and accountability for all my decisions.
Building Trust	3	I promote openness with the objective of building trust;

		putting it into practice, however, is challenging when I consider new members of the team.
Verbal Communication	3	I present well but find it difficult to engage in one-on-one discussions.
Team Building	3	I foster communication and teamwork, but building solid connections has been of concern, particularly with different working styles of the team members.
Conflict Resolution	2	I don't have good conflict management skills. For instance, allocation of work became an issue in a project whereby a member quit just before the final presentation, and the rest of the members ended up presenting the work without their input.
Critical Thinking & Problem Solving	3	I know how to solve problems, although sometimes I focus too much on irrelevant details that interfere with a simpler solution.
Balancing Priorities	2	I usually find it hard to balance two tasks and appending deadlines.

Identifying Strengths and Areas for Improvement:

Strong Traits:

- **Listening (4):**

I value team input in decision-making. For instance, in an e-commerce case, one team member recommended concentrating on core areas such as order placement and payment processing instead of the recommendation engine to establish the working capacity of the platform. I agreed to this, keeping the project delivery in mind.

- **Integrity & Ethical Behavior (4):**

When one of the team members in the handmade product website project had to deal with a deadline arising from personal problems, rather than taking away their task from them, I decided to assist them, splitting their job so that we could finish the project fairly and on time.

Areas to Work On:

- **Conflict Management(2):**

When a disagreement arose over task allocation during a network simulation project, one of the members exited before final presentations. This resulted in an incomplete project; I had focused too much on the technical and not the team, which impacted the success of the project.

- **Balancing Priorities(2):**

In a movie watchlist app project, I worked a lot on design improvements to make the UI look better, but this limited my time to work on important features such as the rating system. As the deadline approached, I realized key functions in the app were missing. I learned that I should have balanced design and features better.

Plan to Address Challenges and Weaknesses:

Skill Development Goals:

- **Conflict Management:** Improve my ability to address and resolve team conflicts early and calmly.
- **Balancing Priorities:** Make a habit of balancing the design and core features, giving both an appropriate time.

Action Plan:

- **Conflict Management:**
- Take a course in conflict management (e.g., through Coursera).
- After each project, request feedback from team members on how I handled conflicts, with suggestions for improvement.
- **Balancing Priorities:**

- Higher priority should be given to core features and functionalities than to any design work.

Timeline for Improvement:

- **Short-Term (1 month):**
 - Complete an online course or a workshop in conflict management.
 - Look back into the past projects conducted and assess the approach taken to balance design with features.
- **Long-Term (3-6 months):**
 - Employing expertise in tasks prioritization, combining design and functional evaluations and enhancing conflict management for the above-described future projects.

Resources Needed:

- **Conflict Management:**
 - Online courses such as Conflict Resolution Skills, available on Coursera.
 - Feedback from my peers regarding my conflict handling in teams.
- **Balancing Priorities:**
 - Trello will help me plan and balance tasks.
 - Self-reflection after each project on balancing design flexibility and product functionality.