Learning Journal 4

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Course: SOEN 6841

Journal URL: GitHub

Date of the Journal: 16th March

Dates Rage of activities: 3rd March to 16th March

Key Concepts Learned

Project Monitoring & Control:

- Project monitoring involves tracking progress, collecting data, and ensuring the project stays on schedule and within budget.
- Earned Value Management (EVM) helps measure project performance by comparing planned and actual progress.
- Control mechanisms ensure the project meets its objectives by identifying variances and taking corrective actions.
- Performance indicators like schedule variance, budget variance, and resource utilization help assess project health.
- Risk management strategies involve continuous monitoring and mitigation planning.

Challenging Component: Understanding how EVM integrates cost, time, and performance indicators for effective tracking.

Project Closure

- Project closure ensures that all deliverables meet requirements and are formally accepted.
- Key activities include finalizing documentation, archiving data, evaluating performance, and capturing lessons learned.
- Source code version management is critical for maintaining organized project archives.
- Lessons learned help future project planning by identifying successes and failures.

Challenging Component: Determining the most effective method for documenting and applying lessons learned in future projects.

Application in Real Projects

Project Monitoring & Control:

- In a recent software development project, I used EVM to compare planned vs. actual progress.
- Applied risk management strategies by identifying potential scope changes early and adjusting the project plan accordingly.
- Used resource utilization metrics to balance workload distribution across team members.

Project Closure:

- Implemented a structured handover process by documenting all final deliverables and source code versions.
- Conducted a retrospective meeting to analyze what worked well and areas for improvement.
- Ensured proper archival of project documentation for future reference.

<u>**Challenging Component:**</u> Managing unexpected scope changes during project closure while maintaining documentation accuracy.

Peer Interactions/Collaboration

- Discussed EVM techniques with peers and shared insights on how to improve tracking accuracy.
- Collaborated on a mock project closure exercise, where we reviewed past project reports and identified key lessons.
- I received feedback on different monitoring tools and learned about alternative tracking methodologies.

<u>**Challenging Component:**</u> Integrating peer feedback on monitoring strategies into existing project workflows.

Challenges Faced

- Initially struggled with variance analysis in EVM, as interpreting cost and schedule variances required deeper understanding.

- Managing scope changes during project closure was difficult, as changes impacted final deliverables and documentation efforts.
- Understanding the long-term impact of lessons learned and how to effectively integrate them into future projects.

<u>**Resolution**</u>: Practiced EVM calculations, reviewed case studies, and refined my approach to documenting lessons learned.

Personal Development Activities

- Completed an online course on project performance measurement to enhance EVM skills.
- Practiced using Microsoft Project for tracking and monitoring project progress.
- Attended a webinar on best practices in project closure and documentation.

Goals for the Next Week

1. Improve risk response planning by analyzing past project failures and mitigation strategies.
2. Deepen my understanding of project dashboards for real-time tracking.
3. Explore automation tools for documentation and monitoring processes.

<u>**Challenging Component**</u>: Align these goals with career aspirations in project management and software development.