# 6 – Project Management Tools

## 6.1 Project Management

The main method of project management was throughout the use of Trello, this tracked all the sprints within the creation of Timeline Takedown. I followed the Kanban workflow with separate columns for to do, doing, and done(citate/refrencedidk).

It included other information than just sprints, such as links to resources, dates, useful information and more as show in this screenshot.

A screenshot of a computer

AI-generated content may be incorrect.

*Figure XYZ*

More screenshots of the Trello board are available in appendix xyz.

## 6.2 Version Control

GitHub Desktop was used as the version control tool during this project. The desktop client was chosen due to its familiarity, and intuitive user interface which made it quicker and more accessible to manage commits compared to using GitHub through the command line.

Because I committed frequently as I was aiming to log every change made during development to efficiently track progress – using the command line version would have been far more time consuming as it would have required manually typing commands for each commit. With GitHub Desktop, this process was streamlined to just a few clicks.

## 6.3 Meetings

Meetings were used as an important project management tool throughout the development of Timeline Takedown. They provided structured checkpoints where the supervisor could track the overall progress and offer feedback or new recommendations to improve the quality of the project.

These meetings were held every other week in the Smeaton building at the University of Plymouth, typically lasting between 10-15- minutes.

## 6.4 Development Logs

During each sprint, a development log (DevLog) was recorded. These videos served as a project management tool to track progress, document any issues encountered during the sprint, and outline plans and ideas for the upcoming sprint. This approach was highly efficient as the recordings could be reviewed at a later date to quickly recap key developments, challenges, and decisions made throughout the project’s lifecycle.

Refer to appendix of devlogs