

Learning Journal 4

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Course: SOEN 6841 Software Project Management

Journal URL: https://github.com/Muqaddaspreet/SPM_Journals.git

Dates Range of activities: 26th October 2024 to 8th November 2024

Date of the journal: 9th October 2024

Week 7

Key Concepts Learned:

- **Project Closure:** It covered essential activities needed to conclude a project, such as ensuring all deliverables are completed, managing version control for code, filtering project metrics for archival, and gathering lessons learned to improve future projects.
- When reviewing feasibility study of our project on optimizing patient-doctor appointment scheduling using machine learning, examined technical requirements, including ML Libraries (e.g., Scikit-Learn) and Cloud Infrastructure (AWS/GCP) for model deployment.
- **Revision of concepts:** Revised concepts from Chapters 1 to 7, with key focus on Project planning, work breakdown structures, and scheduling methods, Various Estimation techniques, Monitoring and control techniques, and Project risk management.

Application in Real Projects:

- Applied closure concepts by reviewing project deliverables with team members for completeness and accuracy.
- Ensured that all project components, such as technical feasibility and risk assessment, were detailed and documented for the *SPM Project Delivery 2*.
- Used structured review techniques similar to work breakdown structures (WBS) to allocate time across the syllabus.

Peer Interactions:

- Collaborated with peers to discuss and exchange effective project planning strategies. This engagement was beneficial for learning new methods to manage study schedules and reduce task dependencies.
- Focused on areas like Feasibility study, i.e. reviewed technology and operational needs, and Risk assessment, i.e. collaborated to identify potential risks and discuss mitigation strategies.
- Valuable feedback from team members highlighted specific regulatory and compatibility issues with EHR systems that I had initially overlooked.

Challenges Faced:

- Struggled to allocate sufficient time to both my mid-term preparation and the project deliverable.

- Needed to improve time management and prioritization to ensure progress in both areas without compromising quality.
- Balancing the theoretical benefits of lifecycle models with their practical application across various project types was initially challenging. Engaging in discussions and examining real-world case studies to understand the optimal use of each model actually helped.

Personal Development Activities:

- Reviewed real-world project closure case studies to better understand closure practices and lessons learned.
- Focused on how these studies handled documentation and archived lessons for future use.
- Practiced time-blocking to structure study sessions and project tasks, aiming to enhance time management skills for future projects.

Goals for the Next Week:

- Study Chapters 8-10 with a focus on lifecycle models, iterative methods, and requirement management principles.
- Incorporate lifecycle and closure concepts in refining the *Project Delivery 2* document.
- Continue refining the *SPM Project Delivery 2* document, incorporating more detailed risk mitigation strategies from team discussions.

Week 8

Key Concepts Learned:

- **Project Closure Review:** Recapped the importance of concluding projects systematically, i.e. ensuring deliverables were finalized and documented, with closure activities like lessons learned sessions recorded.
- **Software Lifecycle Management:** Explored different lifecycle models:
 - Waterfall Model: Traditional sequential approach suitable for projects with fixed requirements.
 - Iterative Models: Agile methods like SCRUM and Extreme Programming that allow flexibility and rework.
- Learned about *Quality Assurance* during the software lifecycle, with checkpoints to maintain product quality.
- **Requirement Management:** It covered requirement gathering, management, and validation processes.
High-priority risks include EHR integration, model accuracy, and data privacy, each with contingency plans (e.g., modular integration for EHRs and advanced encryption for data security).

Application in Real Projects:

- Applied lifecycle concepts from Chapter 9 to improve the project's structure and accommodate potential requirement changes.
- Refined requirement management by enhancing the scheduling model's adaptability to evolving data and stakeholder needs, using Chapter 10 insights.
- Integrated risk mitigation practices from Chapter 10, covering data privacy controls and regular model retraining and contingency planning for budget overruns.

- Incorporated detailed tracking of no-show predictions and project metrics, following quality management guidelines from Chapter 9.

Peer Interactions:

- Collaborated with peers on refining the project's requirements section, with feedback on improving requirement traceability and adaptability.
- Discussed ways to streamline lifecycle processes within our project, including options for integrating user feedback for continuous improvement.
- Worked with team members to implement configuration changes to the project requirements, making the system more adaptable to evolving needs.
- Peer feedback was instrumental in optimizing project documentation and clarifying requirement dependencies.

Challenges Faced:

- Encountered difficulties in maintaining clarity in evolving requirements, which led to minor ambiguities.
- Needed frequent reviews and feedback to ensure that requirement documentation remained up-to-date and unambiguous.
- Faced challenges in balancing in-depth study of Chapters 8-10 with ongoing project refinement, underscoring the importance of efficient study methods and prioritization.

Personal Development Activities:

- Studied additional resources on change management techniques to better handle requirement changes and understand configuration management's role in iterative updates.
- Explored effective practices for managing the project lifecycle and reviewed documentation tools like Confluence, GitHub, and Jira to support project tracking and collaboration.
- Experimented with summarizing complex topics to streamline study sessions for chapters with significant technical content, improving time efficiency.

Goals for the Next Week:

- Integrate change management principles into my personal projects to gain practical experience in handling dynamic requirements.
- Document key insights from Chapters 8-10 to use as quick references for future project planning.
- Develop a detailed outline of career goals, including areas like agile project management skills and strategies for continuous learning in software engineering.