Project Management Report (Group 5) – Happiness, PISA & Alcohol

Introduction & overview:

1) DATA AND GOAL OF THE PROJECT:

Our project is based on three studies from 2015, finding out about people's happiness, school performance and alcohol consumption. We want to to descriptively and inductively analyze those datasets.

2) CUSTOMERS

We see everyone reading our report as our customers, especially Associate Professor Dr. Lele Kang and our fellow students.

3) COSTS OF THE PROJECT

Since this project is conducted by students during assigned study hours, no monetary costs are involved.

4) TIME CONSTRAINTS

The due date of the project is the 22nd of June, where the results will be presented before the entire class.

5) USEFULNESS

We see our project as useful to everyone who wants to know more about happiness, PISA, alcohol consumption, and how all these components may correlate. It might be interesting from a personal as well as from a sociological perspective

6) MAINTENANCE

To keep the data up-to-date, it will be necessary check for new releases of the studies we are using. It might be interesting to see development and changes that can occur. Moreover one has to take into account potential updates on the R packages that we use, editing deprecated functions should they occur.

7) RISKS INVOLVED

The highest risk of the project is to disappoint our customers by not providing insightful analysis or even doing mistakes. It, too, important to create an understandable analysis and report.
We endeavor to deliver a high-quality analysis and a comprehensible and comprehensive analysis. Also, we are aware that there might be unpredictable risks.
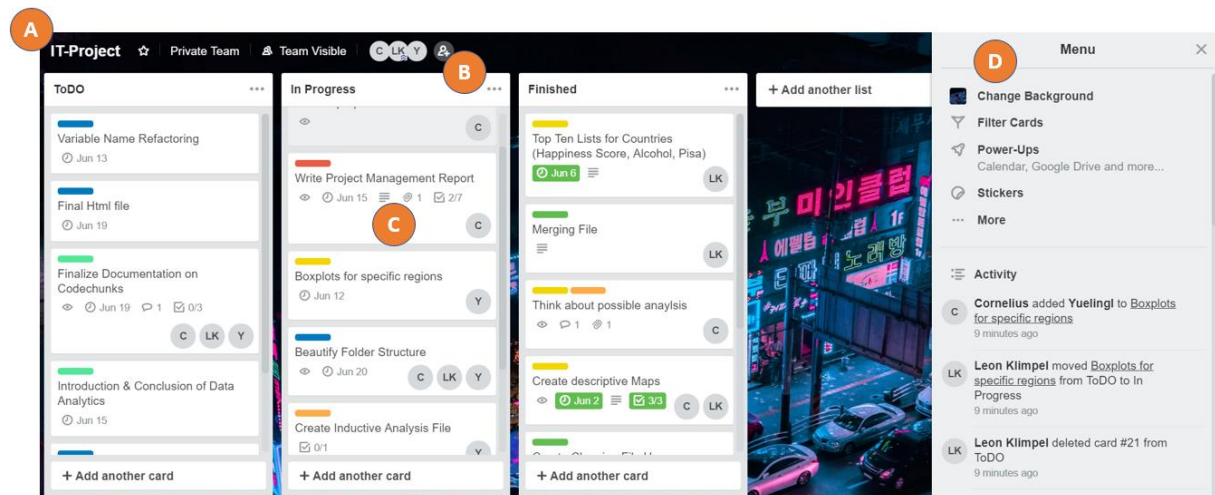
Project Management

1) OVERVIEW

To aid our time - and team management, we used different tools. On the one hand we made use of 'GitHub' (github.com) for code synchronization an allowing parallel programming. On the other

hand, we used 'Trello' (trello.com) to manage different tasks along the team members and to simplify communication on those tasks. In between the 'coding sessions', mostly after one Trello Card reached the List "Finished", we held code review meetings, to assure quality and minimize the risk of bugs.
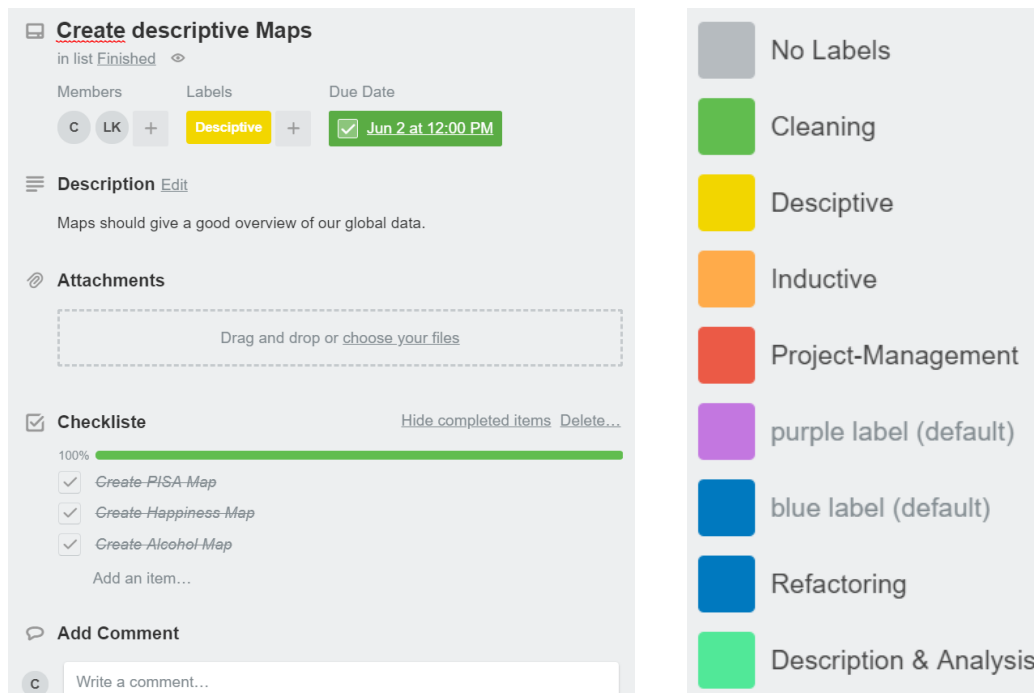
2) INTRODUCTION INTO 'TRELLO'

'Trello' is a web-based project management application, used for a variety of work and personal uses. It is based on:

A) 'Boards' which represent a project
B) 'Lists' that keep 'Cards' organized in their stages of the progress
C) 'Cards' that are used to represent tasks and ideas
D) The 'Menu' that is the control center of the 'Board'

(Overview of our Trello-Board)

As Lists we chose to simply take 'ToDO', 'In Progress' and 'Finished', to keep an overview of our Cards. Our Cards are labeled 'Cleaning', 'Descriptive', 'Inductive', 'Project Management', 'Refactoring', 'Description & Analysis' and 'No Labels', to quickly categorize our tasks. We also made use of functions to assign group members to Cards and give those Cards due dates. Usually we add descriptions, attachments, checklists and comments to clarify a task. In this way we enhance our communication.

Create descriptive Maps
in list Finished

Members	Labels	Due Date
C LK +	Desciptive +	☑ Jun 2 at 12:00 PM

Description Edit

Maps should give a good overview of our global data.

Attachments

Drag and drop or choose your files

Checkliste   Hide completed items Delete…

100% ████████████████████

- ✓ ~~Create PISA Map~~
- ✓ ~~Create Happiness Map~~
- ✓ ~~Create Alcohol Map~~

Add an item…

Add Comment

C   Write a comment…

No Labels

Cleaning

Desciptive

Inductive

Project-Management

purple label (default)

blue label (default)

Refactoring

Description & Analysis

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3) MILESTONES AND TIME MANAGEMENT

Being a rather small group of three people with a rather small IT project, we had no problems managing time and doing enough progress. Therefore, we refrained from having a strict schedule.

To still synchronize and keep track of our progress, we chose to establish at least some milestones:

- 1st of June 2018: Have all the cleaned data ready and merged into one file
- 8th of June 2018: Have all the analysis parts
- 15th of June 2018: Have the whole documentation (Project Management & Data Analytics)
- 21th of June 2018: Have the presentation ready and practiced

Furthermore, we kept track of all subtasks and minor milestones via Trello and its "due date"-option for Cards.

4) ROLES IN THE TEAM

Again, being a small project team with similar abilities, we chose to not have fixed roles and rather just all begin on the planning and programming part together. Having three group members and three data sets, each of us had one data set to clean. Continuing with the analysis part, we sat together and discussed ideas. Then each of us started with descriptive and analysis functions in R. Later we split or responsibilities further, with Leon Klimpel and Yueling Li deepening their focus on the analysis programing and Cornelius Schäfer starting with the Project Management documentation. Later we discussed the results of the analysis together and prepared our presentation together.