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Course: Software Project Management

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Key Concepts Learned:

This week in class, we covered Chapters 7 and 8, focusing on Project Monitoring & Control and Project Closure. Our discussions emphasized how tracking progress, identifying deviations, and applying corrective actions are crucial for project success.

- **Chapter 7: Project Monitoring & Control**

- As discussed in class, monitoring involves collecting progress data to ensure the project stays on track, while control requires taking corrective actions when issues arise.
- We learned that Earned Value Management (EVM) is a key technique for measuring schedule and budget variances.
- Performance tracking relies on key indicators such as cost variance, schedule variance, and resource utilization.
- Common causes of project deviations include inaccurate estimates, unexpected scope changes, and unforeseen risks.
- We explored various monitoring tools like S-curves, EVM, progress reports, and technical meetings to keep projects on track.
- Corrective actions can include re-planning, reallocating resources, or modifying scope, schedule, or quality to align with project goals.

- **Chapter 8: Project Closure**

- As we discussed, project closure ensures that all deliverables meet quality standards and that the project is formally completed.
- Key activities include finalizing documentation, obtaining client approval, and archiving project data for future reference.
- A major takeaway was the importance of documenting lessons learned to improve future projects and avoid repeating past mistakes.
- Version control was highlighted as a critical practice for managing final project deliverables and ensuring consistency.
- Proper closure ensures that all contracts are settled, stakeholders are satisfied, and no loose ends remain.

Application in Real Projects:

- **Project Monitoring:** Applying EVM and variance analysis, as discussed in class, can help track progress and prevent major issues.
- **Project Control:** Implementing timely corrective actions ensures smoother execution and reduces risks of delays.

- **Project Closure:** Lessons learned and proper documentation improve future project management practices.

Peer Interactions:

- We had insightful discussions on real-world challenges in project monitoring and how to improve reporting strategies.
- We analyzed case studies where projects faced deviations and brainstormed corrective measures.
- Classmates shared experiences on project closure, reinforcing the importance of knowledge management and documentation.

Challenges Faced:

- **Understanding EVM:** Interpreting cost and schedule variances took additional practice to fully grasp.
- **Managing Scope Changes:** Finding a balance between flexibility and control when project requirements evolve was challenging.
- **Ensuring Effective Closure:** We discussed how incomplete documentation can create problems for future project assessments.

Personal Development Activities:

- Reviewed case studies on project monitoring failures and their resolutions.
- Practiced EVM calculations to improve my understanding of variance analysis.
- Explored Jira and Microsoft Project as tools for tracking progress and managing project closure.

Goals for the Next Week:

1. Deepen my understanding of EVM through practical case studies.
2. Learn more about best practices for documenting project lessons learned.
3. Explore additional tools for improving project closure and knowledge management.
4. Engage in class discussions on common challenges in project monitoring and closure to gain different perspectives.