Project Management & Workflow

What it will be like working on a project

* after a fews days, you’ll be 80% of the way done
* will then stay at 80% forever

When you start a project

* Someone will give you a list of things they need, and then you’ll go back to your desk and cry bc there are so many
* You’ll feel like it will never get done. Never fear! Follow these steps:
  + First thing to do is break it down into little parts
  + Decide which parts are the most important
    - Maybe some features can’t actually be used until other areas are populated, obviously these are not the top priority items
    - Will need to build out backbone/base features of app before going in and adding in tiny little extraneous features
  + You’ll be tempted to set deadlines for completing different parts/features
    - Will be most successful if you constantly reevaluate your work and keep timeframe flexible
    - A tiny bug can turn into a huge bug that sets project back. This is not uncommon, so factor this in
  + Best practice is to set up goals in 2 week periods. Only accept 2 weeks worth of work for this time
  + Breaking down tasks
    - Tasks should not be larger than 4 hours of work
      * Can do it before lunch or after work
    - 4 hours max, 15 min min
    - Breaking parts/features down into these smaller, actionable chunks lets you understand/plan what you will be doing day to day
    - Lets you focus only on tasks you’re doing for that day, instead of the entire feature or software

Issues that may come up and set you back/throw off your timeline

* Common one is random feature request

What companies are looking for:

* Good grammar skills
* Tries to figure out what kind of person you are
* Wants to see that you know what you’re doing
* Wants to see that you can work with other people on projects and can work with clients
* How are you learning? What’s the last thing you’ve learned recently? Do you stay on top of it and learn new skills?
* Being able to break out your work
* Being able to get to the point
* General understanding of databases, what relational databases are used for

Resources

* Poppendick -