**6-2 Journal: Project Management Tools**

According to my point of view, daily meetings and weekly celebrations on the project advancement, not only will help in creating openness and transparency with the team, but also help team members to help out each other. As mentioned in our textbook chapter 9 about information radiator. This is fast and easy way to share information among each other and it allows openness within the team. For example, the use of white board, with notes of everyone’s agenda on it, should be placed in the group work area. Moreover, frequent meetings with everyone’s viewpoint can also help.

For the development and better growth of the project, teams should have openness and transparency. this would not only help build their confidence among themselves but also in product owner. This will be helpful for achieving project’s agenda in a better way.

The most important tool for coordinating and increasing efficiency within the team, is to build company’s own portal in which team or group of specific people can interact with each other. For example, now a days, for meetings and face to face communication within a team or within a conference is mostly held by zoom or Google meetings. These will help team to have strength within themselves.