# 2 Project Management Account

This section details how the Project was broken down into tasks, and how much time was given to each of these tasks. It then looks at how these estimates changed by the end of the project and the reasons for the changes before reviewing the whole process.

## 2.1 Gantt Charts

Gantt charts are useful for Project Management, they allow a team of people to organise and define tasks that a project can be broken down into. This is very helpful in managing a project and tracking progress and expected progress of the project.

### 2.1.3 Reflection

As can be seen from the two Gantt charts, start and end there was quite a change from our initial estimates to how the Project was actually completed. The initial Gantt chart was created by splitting the Project up into large tasks, the deliverables and then breaking these up into tasks that one or two people could tackle. The time estimations on the hand in dates for those deliverables and how hard we expected each task to be. The final Gantt chart was based on the dates people started on their tasks and when the final addition to that task was completed, these dates were obtained from the Time Expenditure Report.

The first thing to note as different was the final report. In the initial Gantt chart it was not split up into tasks, this was just due to the fact that it was so far into the project that we didn’t feel it necessary to break up into tasks until the later stages, which was done as can be seen from the end Gantt chart.

Another big difference is the lack of thought about Easter holidays. From March 16th to April 16th all members were on Easter break so no meetings were held and each member spent more time working on other projects than this one. In the initial Gantt chart this was not taken into consideration. This led to a lot of work in the programming and testing being scheduled for the Easter break, when very little work would be done then. The overall effect of this overestimation was that a lot of the programming and testing was pushed back until after Easter, causing all other tasks to lose time that they were original allocated.

In hindsight the team may have been able to benefit from using a Gantt chart more effectively. If more time was spent allocating timeframes, taking into account little work would be done over Easter break then it would have been more evident that more work should have been done before Easter when the team had more time, so as to avoid the rush needed to catch up after Easter to meet deadlines.

When planning future projects the teams estimation accuracy will have improved as we now have experience collaborating on a large project and know what areas of the project are usually left to the last minute, such as testing, and what areas take a bit longer than expected due to unforeseen issues, such as implementation. The usefulness of the Gantt chart is another thing that will be taken from this project and be used in future projects.

Overall the initial Gantt chart was too optimistic; we planned to get things done start things a lot earlier than was actually possible. This is partly due to overlooking clashing dates and party due to underestimating time frames that certain tasks would take. There is no doubt that in future projects more time will be spent planning the project management to ensure a smoother process, however we managed the project well even with our underestimates, putting in more time when needed.

### 2.1.1 Start GanttC:\Users\User\Documents\Uni\seg2012gp9\doc\Project Plan\SmartSheetImage.png

Date Created 16/02/2012 for Project Plan

### 2.1.2 End Gantt

Date Created 08/05/2012 for End of Project Report