A screenshot of a cell phone

Description automatically generated

Technical Report

Project management

Fanta Jallow Mboge

Word count

Summary: 150 | Main text: 600

Table of Contents

[1. Summary 3](#_Toc25064482)

[2. Body 4](#_Toc25064483)

[2.1. Introduction 4](#_Toc25064484)

[2.2. Main section of report 4](#_Toc25064485)

[2.3. Conclusion 4](#_Toc25064486)

[3. References 5](#_Toc25064487)

[4. Acknowledgements 6](#_Toc25064488)

[5. Appendices 7](#_Toc25064489)

# Summary

Project management

Brief:

In this report the goal is to showcase the skills learned over the project methodology course, using a software tool for planning task with either Trello bord or Gant chart.

Following I have been tasked with planning for my semester project 1, to keep track on every task or activity to be performed and to be able to priorities time and activities accordingly.

I chose to use Trello bord as a planning tool to schedule and plan for my semester project. This report is going to consist of a screenshot of my Trello bord, why I choose Trello software as a planning tool, and explain, why I have chosen to include the task I have put on my Trello bord for a finished project and product.

# 2. Body

## 2.2. Main section of report

Why did I choose to use trello as a planning tool:

I choose to use Trello as my planning tool simply because, it allows me to make “pretty” to do list and decorate it with colours. I can collect all my task I have to do daily, weekly, and monthly etc. Also, I found that Trello cards was a bit simpler, and very user friendly and easy to use, and it suited me better since I am the only one assigned to make my own semester project, so I could make my cards in a way of my understanding. Some of the features that I really like and use a lot was that I could make checklist inside a planned card to Cheak out things that I have done.  The Trello bords allows me to break down every task, in smaller parts which is a very agile method. Where it simplifies everything for me, and I can see what I need to get done and how much time I have to do each task. Can also check task off my list wiles going through each card.

It also came to my attention that the online Trello tool, creates kanban boards, which allows me visualization of my work, and see an ongoing projects workload immediately, and track the workflow of a project just by looking, making it easier for me to keep up.

**Why I chose following task on my trello bord to plan my semesterproject:**

Screenshot of my Trello bord:

Et bilde som inneholder tekst, skjermbilde, programvare, Multimedieprogramvare

Automatisk generert beskrivelse

Et bilde som inneholder tekst, skjermbilde, Multimedieprogramvare, programvare

Automatisk generert beskrivelse

 Set up:

I am going to explain short about the hole set up before I go into details on planning my Trello bord. I choose to first make a card to keep track of on the project management assignment first.  The hole set up is made in a way where, I have introduction of the main task then breaking it down into to smaller Pices. Explaining step by step in more details for what I need to do before going to the next task. Is almost like a “one, tow, tree” type of thing.

I choose to first make a card, to declare on a word document, how I am going to plan my Trello cards and breaking down some of the semester project requirement, so that I am more aware of what I need to include, and also do a research of other sites to get inspiration on what type of layout I want for my design,  basically just a quick overlook on a world document.

I made cards for each topic we have gone through previous semester.

I chose to have a card called “Prototype, design wireframe.”

And breaking down the same process we did in that model, by starting to draw a wireframe, imagining how the layout will be, checking out colours that match, then making a prototype on Figma, to proceed to design it. Giving myself two days to complete the hole card and in the end having a checkout list for what I have done.

The card called file management, is after experience is to organize my files before starting with the html and CSS, where I break down simply the process before developing.

The HTML/ CSS card task is for breaking down, how the developing process is going to go.

where I start by making the navigation and bottom navigation, which I am going to apply on all pages giving myself two days for that. Then using one day at the time to develop each page in my design.

I have a card for a checklist to go through requirements, and bugs, to make sure everything fits the requirement, for developing sites.

However, I also made a card to write down things to consider, as I am very forgetful. Lastly, I have card for writing the report, and breaking it down in days how many percent I must write each day, to manage my time and make it easier for my attention span.

## 2.3. Conclusion

I used the skills gained from previous semester for planning steps I need to do, to complete my semester project in a way I can manage it better.

I have chosen to include these task that are essential for developing a site by first prototyping, design and then developing. Then breaking it down into simpler steps on how I should implement it and adding a time frame for each to keep track of the progress and deliver in time.

# References

Trello Software

<https://trello.com>

noroff:

<https://content.noroff.dev/project-methodology/ca.html>

# 4. Acknowledgements

*Using a Trello is an effective way making digital post-it notes it can make it easy to break down things you have done, working on, in progress also, and an overlook of your plan by the first glance.*

*However, maybe not so ideal on a project with many tasks and people involved it can make it a bit messy.*