LESSONS LEARNED

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| **Project Title:** | **APEX LEGEND MOBILE** | **Date Prepared:** | 01/12/2022 |

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| **Project Performance Analysis** |

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|  | **What Worked Well** | **What Can Be Improved** |
| Documentation | [A1](#A1" \o "List any practices or incidents that were effective in defining and managing requirements.)  Proper documentation of the work to be done, updated point of contact, deadlines and process improvements inputs from the team made the work more efficient. | [A2](#A2" \o "List any practices or incidents that can be improved in defining and managing requirements.)  Inputs from the team could have been done from the starting could be more beneficial. |
| Environmental issues | [B1](#B1" \o "List any practices or incidents that were effective in defining and managing scope.)  Fast resolution of environmental issues and access issues were done by the team to avoid blockers | [B2](#B2" \o "List any practices or incidents that can be improved in defining and managing scope.)  Environmental and access issues could have been avoided by testing the issues and access before starting the work. |
| Deployment issues | [C1](#C1" \o "List any practices or incidents that were effective in developing and controlling the schedule.)  Deployments were done on time and successfully tested by the team. | [C2](#C2" \o "List any practices or incidents that can be improved in developing and controlling the schedule.)  Deployment should be scheduled three weeks in advance to avoid any critical dependencies such as medical leaves or holidays. Resources should be blocked for deployment |
| Cost estimating and control | [D1](#D1" \o "List any practices or incidents that were effective in developing estimates and controlling costs.)  Software licenses and game servers were nearly accurate. | [D2](#D2" \o "List any practices or incidents that can be improved in developing estimates and controlling costs.)  Other than that, there was no budget match. |
| Quality planning and control | [E1](#E1" \o "List any practices or incidents that were effective in planning, assuring, and controlling quality. Specific defects are addressed elsewhere.)  We achieved the performance and quality of code we aimed for. QA team efforts are tremendous in testing the end-to-end performances. | [E2](#E2" \o "List any practices or incidents that can be improved in plan-ning, assuring, and controlling quality. Specific defects are addressed elsewhere.)  To meet the deadlines developer made the right efforts in code development but we got lot of defects in QA testing. Development and optimization should be planned more efficiently to reduce the bugs for better quality of code. |
| Human resource availability, team development, and performance | [F1](#F1" \o "List any practices or incidents that were effective in working with team members and developing and managing the team.)  HR team were always available and all the team internal issues were resolved in time. Extra resources were on-boarded smoothly and exits process were completed on time. Year-end performance evaluation and time to time employee interviews were done. HR team were successful in retaining the essential talent. | [F2](#F2" \o "List any practices or incidents that can be improved in working with team members and developing and managing the team.)  Training and development for team could be more efficient. More team building activities should be done to reduce work stress environment. |
| Process improvement information | [L1](#L1" \o "List any processes that were developed that should be continued.)  Improvement meeting were held timely for continuous process improvement | [L2](#L2" \o "List any processes that should be changed or discontinued.)  Project should have strictly followed Agile methodology for more effectiveness. |
| Other | [N1](#N1" \o "List any other practices or incidents that were effective, such as change control, configuration management, etc.)  Frequent changes were asked by the stakeholders. Huge and appropriate Out of scope changes were rejected by the PMO to strictly adhere the timeline. | [N2](#N2" \o "List any other practices or incidents that can be improved, such as change control, configuration management, etc.)  Lot of time was wasted on meetings discussions over frequent change requests. |
| **LESSONS LEARNED**  **Risks and Issues**   |  |  |  | | --- | --- | --- | | **[Risk or Issue Description](#Risk_or_Issue_Description" \o "Identify risks or issues that occurred that should be considered to improve organizational learning.)** | **[Response](#Response" \o "Describe the response and its effectiveness.)** | **[Comments](#Comments" \o "Provide any additional information needed to improve future project performance.)** | | Infrastructure Issues | To meet deadlines, we hired more resources. We were short on infrastructure resources to provide workstations and supplies to the new resources. |  | | Electricity and internet outage | Due to heavy rains, we were blocked due to electricity and internet outage in office. | Personal laptops should be provided to employees to work from home to reduce office dependencies. | |  |  |  |   **Quality Defects**   |  |  |  | | --- | --- | --- | | **[Defect Description](#Defect_Description" \o "Describe quality defects that should be considered in order to improve organizational effectiveness.)** | **[Resolution](#Resolution" \o "Describe how the defects were resolved.)** | [**Comments**](#Comments) | | Game platform compatibility | The game was not compatible on older versions of android OS. | This issue was identified later in stage. Issues was resolved by the developers. | |  |  |  | |  |  |  |   **Vendor Management**   |  |  |  |  | | --- | --- | --- | --- | | **[Vendor](#Vendor" \o "List the vendor)** | **[Issue](#Issue" \o "Describe any issues, claims, or disputes that occurred.)** | [**Resolution**](#Resolution) | [**Comments**](#Comments) | | Workstation | We were out of workstations for few days due to shortage of laptops. | Due to good relations with the vendor, Vendor provided the higher configuration laptop for our urgent needs. | Company should not be dependent on a single vendor for supplies. | | | | |

**SMIT RANA - 792056**

**NIREN PATEL - 794177**

**HARSH PATEL - 791820**

**RUCHIT PATEL - 789968**

**SACHIN CHAUDHARY - 792544**