**LEARNING JOURNAL**

**Student Name:** Mounika Satya Vani Gundavarapu

**Course:** Software Project Management 6841

**Journal URL:** <https://github.com/gmsv07/Learning-journal>

**Dates Rage of activities:** 09/09/2024 – 16/09/2024

**Date of the journal:** 09/09/2024 – WEEK 1

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| **Key Concepts Learned:** | **Application in Real Projects:** | **Peer Interactions:** | **Challenges Faced:** | **Personal development activities:** | **Goals for the Next Week:** |
| On the first day of the class, we discussed the course outline what exactly this course provides, and a brief understanding of various tasks that we are supposed to do in this course such as learning journal, topic analysis, projects and quizzes, and so on..  After getting a detailed idea of the course, we learned subject topics. I understood the terminology of the basic subject but more important to an engineer to understand the difference between an activity, project, and job. Later on, I understood the fundamentals of the subject for example the tasks in a software project, how to initiate a project and what its tasks are, brief idea of the software life cycle and its phases. Jumping to the second portion of the class I understood what is a project scope and project charter. “Project charter” is something that caught my attention. I got a clear idea on the amount of time and budget one need to keep on a project according to how big or small id the project. | In my last job, we implemented similar actions in our project to meet a client's needs. In every project, before working on it one has to maintain clarity on the objectives and targets of the project. Once the team was clear on the objectives, we had to decide the methodology we needed to work on. I understood the clear requirements of the project and read the charter documents which provided clarity on the roles and responsibilities each team member should perform. Then it is followed by a discussion of how we planned the project and the useful techniques. | The group discussion in class helped me recall the topics I forgot and gave me more energy to actively participate in the class.  I can summarise the whole topic we discussed in class and it made my understanding level of the topics even more transparent. | I first confused about the tasks in each phase but after comparing them with the real-time project I did it became easy. Later the terminology has to be memorized more frequently. | I learned the importance of setting clear boundaries as it is very important from the initiation of the project to its closure, which I will prioritize in future projects. | Since it is more theoretical knowledge I will start reading the case studies and find the material to deepen my knowledge.  I will also follow the same steps in doing my project to make it go smooth and easy also to get hands-on experience on how a engineer should be able to handle a project in a professional manner. |

**Date of the journal:** 16/09/2024 – WEEK 2

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| **Key Concepts Learned:** | **Application in Real Projects:** | **Peer Interactions:** | **Challenges Faced:** | **Personal development activities:** | **Goals for the Next Week:** |
| Today we mainly concerned with the effort and the cost estimation of the project where I understand estimation techniques that are experience-based techniques which are and algorithmic cost modeling. We look more into the uncertainty graphs which are useful in giving clear-cut ideas from the feasibility, and requirements of the project to the delivery. For effort estimation, I learned techniques such as Function Point analysis, Delphi, and COCOMO. We can choose any one of them according to the requirements of the given project. Experience-based techniques include estimation by analogy and expert judgment. By analogy, we meant to determine the size measure which includes further steps to follow. On the other hand for Function point analysis we measure the functionality of user requests that is functionality from the user's point of view and is used when the requirements of the project are defined clearly. COCOMO model because most of the time we have historical data, whereas Delphi is used for uncertain projects where we don’t have enough data and it requires input from the experts. | In my previous academic projects, that is, Hotel Management System I used both FPA and COCOMO to give a vital view of the effort, size, and cost. In the end, I also used the Delphi to validate assumptions. There are too many challenges in combining them but the integration gives strong estimation. | Me and my friend discussed these estimation techniques and we both understood more new points on each technique and it gave more knowledge and clarity on the topics. | At the beginning of the project we did a class activity, as a part of it I wrote a project charter, scope, and objectives for a real-world project. Recollecting the topics and applying them in a short period is more challenging. After that found a difficulty at a point in understanding FPA where there are some dysfunctionalities. | Besides the topics, I learned the importance of effective communication with the team projects. Also by having a discussion I learned new points which I didn’t know before. | We are about to start the project around this week. I and my teammates selected a project and scheduled a meeting to discuss it. |

**Date of the journal:** 23/09/2024 – WEEK 3

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| **Key Concepts Learned:** | **Application in Real Projects:** | **Peer Interactions:** | **Challenges Faced:** | **Personal development activities:** | **Goals for the Next Week:** |
| Today we started with a quiz and later we proceeded with the lecture. The quiz tested my understanding of the subject. After the quiz, there was a lecture which is fully concentrated on Risk Management. In today's class, I learned what are risks meant and their kinds. The impact of risks on a project and the strategies to deal with them. Risks can be anything ranging from unavailability of the resource to the service breakdown. These risks may become an obstacle to the progress of the ongoing project. According to the situation, we define the category of the risk as technical, legal, schedule, safety, etc.. In risk assessment, we include steps like Risk Identification, Risk Analysis, and Risk Prioritization which are performed at the beginning of the project. I learned the qualitative assessment of the risk ranging from low to high. Not only focusing on risk assessment but also its control I learned three steps which include planning, resolution, and monitoring. After getting clear-cut idea on them, we jumped into learning the response strategies that includes: Acceptance, Avoidance, Transference, Mitigation. Finally started understanding these risks on various SDLC models such as waterfall, spiral, etc.. | Upon learning these concepts, I could recall a situation while I was working in my company on a major project. The final aim of the project is to redevelop an existing product by making several important changes. While we were at our testing stage, there was a server breakdown because of an internal issue and I found my concern team working on various mitigation techniques to resolve the issue. | I connected with my group to discuss the project which is to be submitted around next week. We discussed the project pitches that need to be presented in the next class by any of the team members. We tried to come up with a solution on the project document where few of us had small doubts. | I struggled with understanding some topics in the lecture. Also in the quiz, I found two of the questions are very challenging and are unable to solve. I still have questions about some of the topics from today's lecture. | One thing I realized from today's quiz is that I need to focus more in-depth and understand its applications better to achieve a good grade in this course. There is a need to focus on a few topics that I should review more thoroughly. | Since I outlined my schedule with this subject I’m now working on project pitches for next week both the pitches and the project description had to be submitted by the team. |

**Date of the journal:** 30/09/2024 – WEEK 4

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| **Key Concepts Learned:** | **Application in Real Projects:** | **Peer Interactions:** | **Challenges Faced:** | **Personal development activities:** | **Goals for the Next Week:** |
| Project pitches are conducted in the class and we as a group presented our project description in the class. We selected Food Expiration Alert System as our project and one among us delivered it in front of the class. Upon completion of the presentation, we are assigned a task to nominate the best of three pitches from overall presentations. I learned many new things from the other presentations, new ideas, innovations, and their style while delivering the project is something that impressed me. Among all the presentations, I nominated AI-based Academic Advisor as I feel this project is one of the best because it offers how students use AI to make decisions and then analyze their goals. This project does the activities from giving course recommendations to the career advice that most people need today. Also, the presentation is clear and clean and is on exact point. The other one is the Automated Code review system, this system stands out for its innovation in streamlining the code review process using AI to detect issues, and maintain the code standards and will also provide the best suggestions for improving the quality of the code which in turn reduces the manual effort by the developers. Third one is Remote Team Collaboration platform while it helps for developers. Later, we moved on with the class for about an hour where we started our next chapter. | There are many innovative ideas I came to know while nominating the top three pitches from all over the presentations. While these are challenging to achieve yet are possible. For some projects where I feel they’re interesting, I also tried to check for the existing projects and I do come to know that we need to add minor changes and add the features we need into the system is enough to make it look updated. | As there are presentations that are happening today and also we need to nominate I didn’t interact with any other except with my group since I need to nominate the top three. | I feel five to six project pitches are excellent but I need to choose only three among them. So I thought it is bit challenging to choose best of the best among those. So I started evaluating not only the project but also the way of presentation and the clearance they maintained till the end of the pitch. | Today’s class is fully packed with lot of knowledge. From different projects I came to know how different people come up with different ideas and I learned them in a very short span of that class time. | For the next week there is a quiz so I need to prepare for that. Specially I don’t remember the theory, so I need to revise the previous topics. |

**Date of the journal:** 07/10/2024 TO 28/10/2024 – (WEEK 5,6,7,8)

**Key Concepts Learned:**

This week, I focused on revising for a quiz covering risk management and configuration management. I revisited core principles like identifying and assessing risks, risk mitigation strategies, and configuration control to maintain project integrity. The quiz questions covered a few topics that I need to work on. I deepened my understanding of how to structure projects effectively and manage uncertainties. For the poster presentation, I prepared and presented a poster on the theme of "Under Promise & Over Deliver." This topic highlighted the importance of setting realistic expectations and consistently delivering on promises to build trust, loyalty, and long-term success in project management. Through this project, I gained insights into balancing ambition with feasibility, especially in stakeholder interactions. During these weeks centered around consolidating my knowledge of software project management and applying it to the exam.

**Application in Real Projects:**

Although not directly applied in projects this week, my revision helped me think critically about how these concepts can be useful for maintaining project stability and addressing potential risks early on. Applied these presentation skills to create and present a poster on a software project management topic. This was a valuable exercise in translating technical content for a broader audience. Learning how "Under Promise & Over Deliver" can lead to better team morale, client satisfaction, and reputation management has motivated me to apply these principles to future projects. This idea encourages a balanced approach, focusing on setting achievable goals and delivering quality consistently.

**Peer Interactions:**

Collaborated with classmates to discuss key aspects of risk and configuration management. Exchanging ideas on how to approach quiz questions helped clarify difficult concepts. Engaged with peers and received feedback on my poster’s design and content clarity. These interactions helped me refine my approach to visual communication. The discussion also opened up a conversation about each of our approaches to managing client expectations, giving me a broader view of practical applications. Post-exam, discussed the experience and challenges with classmates, which provided a helpful perspective on the topics we each found most difficult.

**Challenges Faced:**

The main challenge was retaining detailed information on various risk management techniques, especially distinguishing between types of risks and their respective mitigation methods. Crafting a poster that was both informative and visually engaging was a challenge, as I had to distill complex ideas into a limited space. The most significant challenge was time management during the exam, as there were a few complex questions requiring detailed answers.

**Personal development activities:**

I reviewed case studies related to risk and configuration management, which reinforced my understanding and gave practical context to theoretical concepts. Additionally, the topic itself encouraged self-reflection on setting realistic goals in both personal and professional contexts. Preparing and presenting the poster on "Under Promise & Over Deliver" offered a great opportunity for personal growth in several areas. I worked on my communicationskills, especially in distilling complex ideas into clear, accessible points. Designing the poster pushed me to think critically about visualstorytelling—how to balance text and imagery for maximum impact without clutter. The principle of "Under Promise & Over Deliver" has inspired me to adopt a more thoughtful approach to goal-setting, focusing on quality rather than quantity, and aiming to exceed expectations without overcommitting. Reflected on my exam performance and identified areas for improvement in future exams, particularly in time management. Reflecting on my exam preparation and performance, I realized the importance of consistent revision and time management. Practicing these skills during my studies helped me remain calm and focused during the exam.

**Goals for the Next Week:**

Prepare for the upcoming exam by reviewing topics in-depth and identifying any remaining gaps in knowledge. Plan a strategy for further deepening my understanding of project management, possibly by taking on small projects or case studies. After the presentation, my primary goal for next week is to prepare thoroughly for the final exam by reviewing areas that I found challenging, especially topics related to risk management. I aim to reinforce my understanding of these concepts to perform well in the exam. With the completion of exam, I plan to review any feedback I receive to identify specific areas for improvement.

**Date of the journal:** 04/11/2024 – WEEK 9

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| **Key Concepts Learned:** | **Application in Real Projects:** | **Peer Interactions:** | **Challenges Faced:** | **Personal development activities:** | **Goals for the Next Week:** |
| In today’s lecture, we explored two significant chapters focusing on project closure and Software Life cycle management. Project closure is a final phase in project management that involves finalizing all activities, ensuring all project objectives have been met, and formally closing the project. Key activities discussed in the class are the final deliverables and acceptance that is we must ensure that all project deliverables have been completed and obtain approval from the stakeholders or clients that the project is satisfactory. After that, we move with the documentation where we will compile all project documentation, including project plans, status reports, meeting minutes, and any changes made throughout the project. Then there’s a lecture on software lifecycle management. Software lifecycle is a series of processes that are used to build software products. I learned about the extreme programming and benefits in terms of productivity gains of software engineering. We are focused on different types of models like waterfall, prototype, agile, iterative, etc. Learned about the quality gates which it is structured checkpoints that ensures a project meets certain quality standards before it can proceed to the next phase. The purpose is to ensure the project deliverables are complete, accurate, and meet quality standards. To identify and resolve any issues early, minimizing risks in the final output. Often involves reviews, tests, or audits to validate quality. | In my experience with these topics, me and my team implemented a structured project closure phase to:  Verify Deliverables: After completing the project, we conducted a final review meeting with stakeholders to confirm that all requirements were met. For instance, we ensured that all features were functioning as intended.  Iterative Development: The team worked in sprints, allowing for regular feedback and adjustments. This iterative approach enabled us to adapt to changing requirements and incorporate user feedback effectively. | I learned a great deal from my peers diverse perspectives. Their insights on user experience design helped me understand the importance of incorporating user feedback throughout the development process. However, I noticed some communication challenges when discussing deadlines, highlighting the need for clearer scheduling. | During the group project for this course course, we encountered significant challenges with time management. As deadlines approached, we struggled to coordinate our schedules for meetings, leading to delays in completing our tasks. To address our time management issues, we implemented a shared calendar to schedule meetings and set clear deadlines for tasks. Additionally, we designated one team member to keep track of progress and follow up with others to ensure accountability | I have improved my technical skills by learning how to use project management software, which has helped me keep track of tasks and deadlines effectively. Additionally, my communication skills have grown as I’ve learned to articulate my ideas more clearly during group discussions. I’ve learned a lot of diverse topics from today’s class. | For the next week, there’s a quiz so I need to Complete the reading and summary of Chapters 8 and 9 in the project management for the quiz. |