LESSONS LEARNED

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| **Project Title:** | Data-Driven Evaluation of Apartment Building | **Date Prepared:** | November 16, 2024 |

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| **Project Performance Analysis** |

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|  | | **What Worked Well** | | **What Can Be Improved** | |
| Requirements definition and management | | Comprehensive stakeholder engagement led to clear requirements | | More frequent requirement reviews could have caught changing needs earlier. | |
| Scope definition and management | | Clear project objectives helped maintain focus. | | More detailed scope breakdown could have improved task allocation and estimation. | |
| Schedule development and control | | Agile sprints allowed for flexible development. | | Better estimation of data cleaning time required. | |
| Cost estimating and control | | Budget allocation for Tableau licenses was accurate. | | Overestimated costs for additional data storage needs. | |
| Quality planning and control | | Regular data quality checks ensured accuracy. | | Need for more automated testing of dashboard functionality. | |
| Human resource availability, team development, and performance | | Cross-functional team collaboration was effective. | | More training on geospatial data handling would have been beneficial. | |
| Communication management | | Weekly status updates kept stakeholders informed. | | Improve communication with external data providers. | |
| Stakeholder management | | Early involvement of end-users in design process. | | More frequent demos to city officials could have improved buy-in. | |
| Reporting | | Automated report generation saved time. | | Standardize report formats across different user groups. | |
| Risk management | | Regular risk assessments helped mitigate issues. | | Develop more detailed contingency plans for data inconsistencies. | |
| Procurement planning and management | | Successful negotiation of Tableau enterprise license. | | Earlier engagement with IT for server provisioning. | |
| Process improvement information | | Iterative dashboard development improved efficiency. | | Standardize data cleaning processes for future updates. | |
| Product-specific information | | Integration with city's GIS system enhanced functionality. | | Improve mobile responsiveness of the dashboard. | |
| **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.)** | | Data quality inconsistencies | Implemented rigorous data cleaning processes | Ongoing challenge requiring continuous monitoring | | Dashboard performance issues with large datasets | Optimized queries and implemented data extracts | Significantly improved load times | |  |  |  | |  |  |  |   **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) | | Inaccurate geolocation of some buildings | Manual verification and correction of coordinates | Time-consuming but necessary for accuracy | | Inconsistent color scheme across visualizations | Implemented a standardized color palette | Improved overall user experience and data interpretation | |  |  |  | |  |  |  | |  |  |  |   **Vendor Management**   |  |  |  |  | | --- | --- | --- | --- | | **[Vendor](#Vendor" \o "List the vendor)** | **[Issue](#Issue" \o "Describe any issues, claims, or disputes that occurred.)** | [**Resolution**](#Resolution) | [**Comments**](#Comments) | | Tableau | Initial licensing confusion | Clarified needs with account manager | Resulted in cost savings with appropriate license type | | Data storage provider | Scalability concerns | Upgraded to higher-tier service | Ensured room for future data growth | |  |  |  |  | |  |  |  |  | |  |  |  |  | | | | | | | |
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| **Other** | |  | |
| [**Areas of Exceptional Performance**](#Areas_of_Exceptional_Performance) | | [**Areas for Improvement**](#Areas_for_Improvement) | |
| Successful integration of multiple data sources | | Enhance data update automation | |
| High user satisfaction with dashboard interactivity | | Improve documentation for future maintenance | |
| Effective visualization of complex data relationships | | Develop more robust error handling in data processing | |
| Timely delivery of core functionality | | Increase stakeholder engagement throughout the project lifecycle | |