

# GitHub Repository Report - Project Management

To organize my work throughout the Project Management course, I created a dedicated GitHub repository titled **PM\_course\_2025**, structured to capture all assignments, planning documents, and project artifacts that were produced during the semester. The repository serves both as a documentation hub and a demonstration of industry-standard version control practices.

## Repository Structure and Directory Maintenance

The repository contains three main directories

- **Assignments/** - This folder contains milestone deliverables such as the Wardley Map assignment, Waterfall diagram, DIA Football Impact project submissions, and other task-specific materials. Files are grouped meaningfully to maintain clarity and traceability.
- **project\_docs/** - This directory contains the final project write-ups. These materials demonstrate the application of project management frameworks discussed in class.
- **resources/** - Houses syllabus files and reference materials used during the course.

Each directory includes a **README.md** to explain its purpose and maintain long-term clarity. Files are added consistently throughout the term rather than uploaded once at the end, demonstrating ongoing maintenance and organization.

## Version Control Practices

To manage file evolution and track changes effectively, I used a consistent branching workflow and commit strategy:

- **Branching Strategy:** Major deliverables were developed in dedicated feature branches (e.g., **final-report**), keeping unfinished work separate from the main branch. Pull Requests were used to review and merge changes into **main**.
- **Commit Message Convention:** I followed a structured format such as:
  - **add:** initial draft of Final Project Report
  - **update:** revised waterfall architecture diagram
  - **fix:** correct formatting

This ensures commit history is readable and explains the purpose of each change.

- **Repository Maintenance:** Unnecessary files were excluded using a **.gitignore**, and directory structures were kept clean, descriptive, and consistently updated.

These practices demonstrate understanding of version control principles, traceability, and controlled document evolution.

## GitHub Project Board Usage

To track coursework progress systematically, I created a **Project Management Coursework Tracker** using GitHub Projects.

The board includes columns such as **To Do**, **Ready**, **In Progress**, **In Review**, and **Done**, representing a full Kanban workflow.

Each assignment was added as an Issue, labeled appropriately, and moved across columns as work progressed. This provided:

- Visibility into workload and task state
- A clear demonstration of progress throughout the semester
- A practical application of agile project tracking methods

The project board is linked directly in the repository README for transparency.

## Conclusion

Throughout the semester, this repository served as a centralized workspace for managing project management coursework while demonstrating practical knowledge of GitHub version control. By maintaining clean directory structures, using branches and pull requests, writing descriptive commits, and organizing tasks via a GitHub Project board, I implemented professional, real-world practices for documentation and workflow management. This repository represents both the work completed for the course and the process discipline required to manage it effectively.