Learning Journal
Week 5, 6 & 7

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Course: SOEN 6841 - Software Project Management

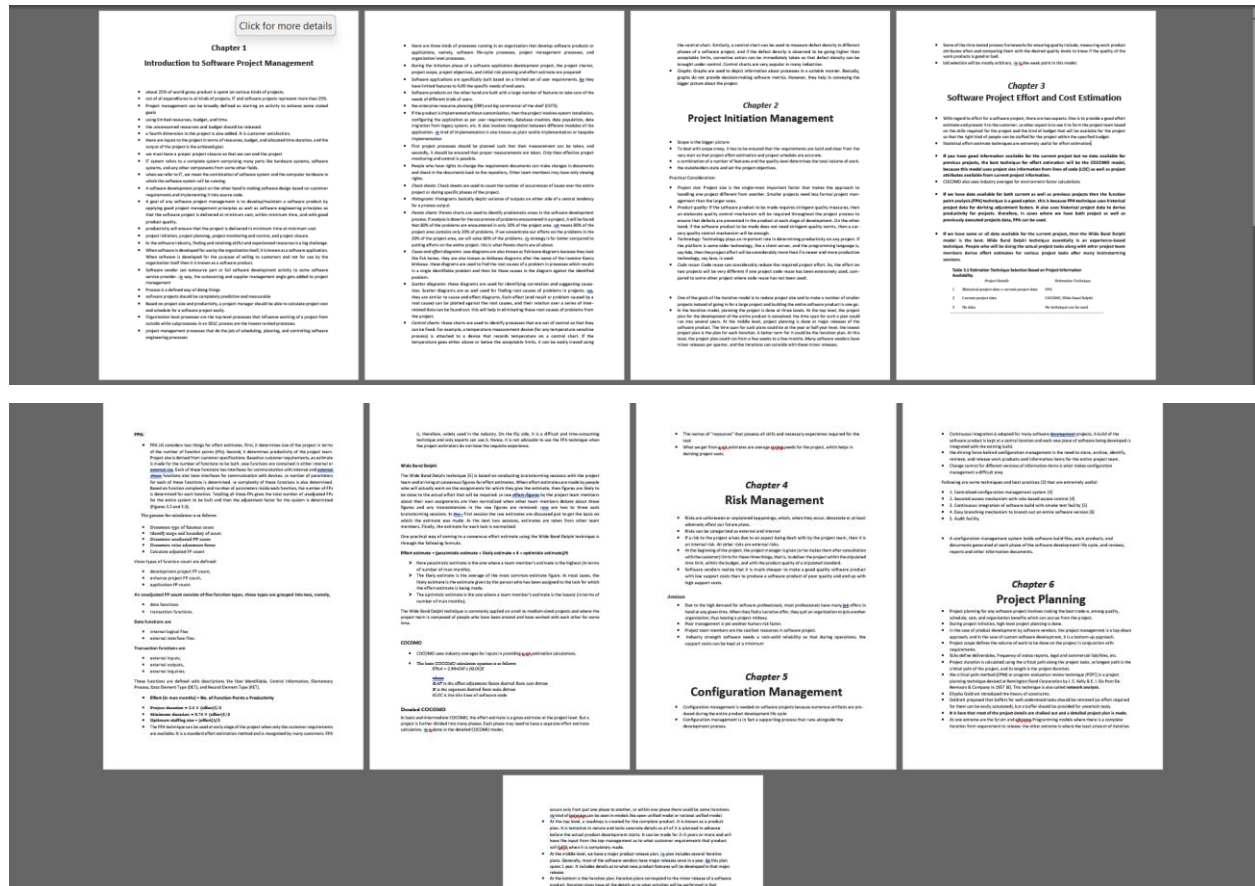**Journal URL:** https://github.com/mahimrahman/SOEN-6841-Software-Project-Management

Week 2: Feb 18 – Mar 09

Date: 08/03/2024

Key Concepts Learned:

First two weeks we didn't have any class or exercise. So, I just reviewed the previous taught chapters and made a summary of them. I made a summary of each chapter from chapter 1 to chapter 6. Here is what I did:

Also, for the third week I studied chapter 7 and 8 from the book. Here is the summary of leaning of those chapters:

Chapter 7: Project Monitoring and Control

➢ This chapter discusses the tools and techniques for tracking and managing software projects, such as status reports, critical chain methods, Gantt charts, earned value management, etc.

➢ It also explains how to measure task progress, identify deviations, and use performance indicators to ensure product quality, reduce costs, and meet project deadlines.

➢ It describes how project monitoring is done differently in the iterative model, where each iteration has its plan, monitor, and control cycle. It also covers the challenges and benefits of the iterative model, such as risk reduction, customer feedback, and scope management.

➢ This chapter also presents the methods for controlling the project schedule, budget, and quality, such as resource levelling, resource optimization, schedule optimization, defect prevention, and defect removal.

➢ It also discusses the trade-offs and best practices for project control, such as balancing the project constraints, using buffers, and applying statistical process control. It also has various artifacts that are used for project monitoring and control, such as project plan, project schedule, project budget, status report, issue log, risk register, change request, quality report, etc. It also explains the purpose, format, and frequency of each artifact.

Chapter 8: Project Closure

➢ Project closure is the last phase of a software project, and Chapter 8 covers the tasks and activities that are completed during this phase.

➢ Project closure involves providing the client with the finished software product and any related documentation, preserving project data for later use, releasing project resources, and learning lessons from the project's experience.

- The chapter highlights the significance of source code management, which guarantees that the client receives the right version of the source code and documentation and that it is kept up to date for any changes or maintenance in the future.

- The need for project data management which needs gathering, organizing, sanitizing, and classifying project data for statistical analysis and process enhancement—is also emphasized in this chapter. Project data can be used to more effectively and efficiently plan, estimate, and carry out future projects.

- In order to get input from the project team members regarding the project's performance, procedures, and practices, the chapter outlines the steps involved in holding a lessons-learned session. The project's advantages and disadvantages, as well as best practices and areas for development for the next initiatives, can all be determined with the aid of the lessons learned.

- The task of resource release, which entails making project staff, equipment, and facilities available for other projects or uses, is also covered in this chapter. The transfer of resources must be carried out methodically and punctually, including contractual duties, evaluations of performance, and acknowledgment of project team members.

Case Studies Summary:

Chapter 7:

The case study discusses a software project to create a scheduling system for a large hospital. The hospital served as the client in this project, together with a vendor and a service provider. Five three-month-long iterations totaling five iterations were employed in the project. The project employed 50 individuals and had a $10 million budget. The project had to deal with a number of difficulties, including evolving requirements, poor communication, lack of resources, falling behind on time, problems with quality, and low customer satisfaction. To tackle these obstacles, the project team employed a variety of

strategies and instruments, including customer input, configuration management, risk management, and project monitoring and control.

The project was successfully finished on schedule and within the allocated budget. The software solution satisfied the needs and expectations of the client. The project team gained important insights from the undertaking, including the significance of quality control, stakeholder interaction, and agile methodologies. Additionally, the project helped the vendor and service provider enhance their software engineering procedures and practices.

Chapter 8:

The case study covers the duties and activities associated with project closing for a software product development project. The case study shows how the project team carried out a lessons-learned session, archived project data, produced the software product and associated documentation, and released project resources.

New Concepts Learnt:
- Deviation Identification
- Project Cost Deviations
- Performance Indicator
- Periodic Measurement
- Cost performance indicator (CPI)
- Schedule performance indicator (SPI)
- CPI = EV/AC
- SPI = EV/PV
- Importance of Project Closure
- Resource Release
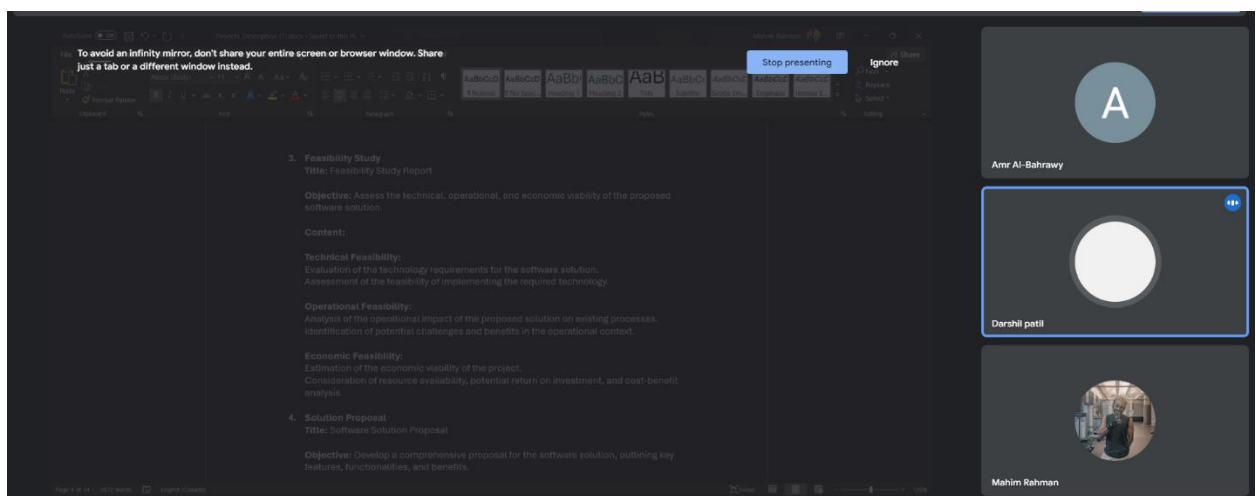- Importance of learning takeaways and Project record.

Reflections on Case Study/course work:

Main takeaways from the case studies that we completed:

❖ How to work when we have lack of resources and budget.

❖ How to monitor progress and make progress report.

❖ It also showed how to identify do a proper closure to our project.

❖ Importance of keeping record of project and make sure to take away the lessons learnt.

Collaborative Learning:

❖ We had to plan out all the phases together for Phase 2 of deliverable as everything is dependant on each other.

❖ We had two in person meeting to sync the work.

❖ We also had 3 zoom meetings to check regular updates and progress along with our WhatsApp collaboration.

❖ As our project topic is also Collaborative Project management tool, we are really enjoying the work.

Personal development activities:

I really wanted to learn real life project management based on my project simulation. So, I went to our professor's office hour this Thursday and we discussed about different aspects of project management. Specially based on her previous experience and her

friend's experience at Desjardins. It was insightful and really helped me understand more about real life work. I am trying to implement my learnings to our project as much a possible.

Further Research/Readings:
- ❖ Read a lot of articles while making the report for the project phase II.
- ❖ Learnt how to make project budget.
- ❖ Got the opportunity to analyse different revenue models and strucutres.

Adjustments to Goals:
Though it is bit tough to memorise all the learnings but want to do as good as possible for the exam and prepare well.

Goals I fulfilled from previous Week:
- Met and had few discussions with project group members regarding the phase II.
- Worked on my midterm preparation.

Goals for the Next Week:
- Finish work for the Posterathon.
- Submit Phase II of the project.
- Focus on my learning process and trying to ensure the timely submission of my learning journal and exercise.
- Finish class works so that it becomes good practice for finals.