

# COMMUNICATION CHALLENGES AND SOLUTIONS FOR PROJECT SUCCESS

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# AGENDA

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## INTRODUCTION

The project led by Saunders Global Retail Corp is on track, involving a team of 35 members, including the project head, lead, architect, designer, SME, managers, tech leaders, programmers, and testers. The project is currently in discussion with the client, aiming to complete design, development, testing, and delivery within the next three months. The client's development needs must be met within the specified timeframe.

## CHALLENGES

1. The team's management style appears disorganized and chaotic, lacking a cohesive approach throughout the project.
2. The documentation is haphazardly arranged in a single location, lacking consistent organization.
3. Internal disagreements and ego-related issues are prevalent within the team, leading to inadequate communication among team members.
4. The team's time management is deteriorating, evident in the delayed attendance of daily scrum calls and a noticeable absence of personal accountability.

# STEPS TO BE TAKEN OVER COME THE CHALLENGES

1. Develop a consistent method for project management.
2. Implement standardized templates for documentation purposes.
3. Foster open communication and collaboration within the team.
4. Promote individual responsibility and timeliness, regularly reviewing and adjusting daily scrum calls as required.

## TASK IN HAND

The team needs to regroup, align their efforts, and generate suitable results while preserving harmony within the group. It is crucial for them to formulate a roadmap and embrace a unified strategy to ensure the successful completion of the project within the next three months.

## COLLABRATION

- Hold consistent meetings for idea exchange.
- Utilize communication tools for discussions and file sharing.

## HEALTHY EGO

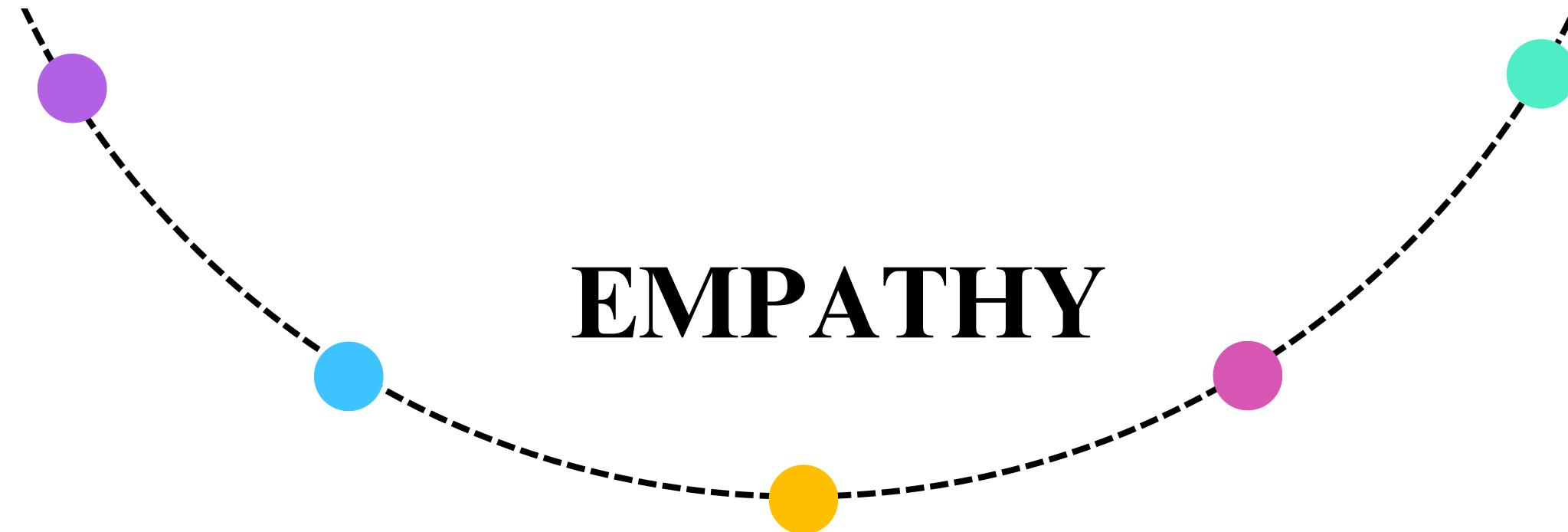
- Emphasize the success of the team, not just individual achievements.
- Be open to feedback and embrace a learning mindset.

## ACCOUNTABILITY

- Know who does what in the team.
- Check progress often.

## CRITICAL THINKING

- Encourage curiosity by asking questions and exploring novel approaches.
- Recognize and reward innovative ideas and intelligent decisions.



- Practice active listening and strive to comprehend other's perspectives.
- Demonstrate kindness and offer assistance when necessary.

# **TASK TO BE FOLLOW**

1. Follow the Schedule carefully.
2. Clearly define roles and responsibilities within the team.
3. Attend technical meetings consistently and without fail.
4. Ensure a shared understanding and promote collaborative efforts  
within the team
5. Efficiently manage time and prioritize tasks to meet short-term goals.
6. Maintain transparent and open communication with the team.
7. Regularly monitor and assess work progress.
8. Punctually participate in meetings and actively contribute to  
discussions. Address
9. Submit projects promptly upon their scheduled completion.



THANK YOU