LEARNING JOURNAL TEMPLATE

Student Name: Shashwat Janakkumar Shah

Course: SOEN 6841 - Software Project Management

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1. Key Concepts Learned

- Project Closure Process (Chapter 8): Gaining knowledge on the systematic steps required to formally close a project, including completing delivery, achieving client approval, and possessing all documents.
- Acquiring lessons and knowledge transfer (chapter 8): The need for examining the performance of the project, assessing the successes and failures, and noting these down to make the future projects more effective.
- Price Management (EVM) (Chapter 7) to monitor projects: Knowing how EVM integrates cost and schedule performance and measures the performance and version of measurements to determine project progress.
- Future Reference Project Data Collection (Chapter 8): Important decisions to aid key project documents, code repository, performance metrics, and future projects and audit.

2. Application in Real Projects

- Utilizing the structured project closed (chapter 8): To ensure that all deliveries are confirmed prior to closing a project, client sign-offs are obtained, and resources are actual.
- Hold post mortem meetings (chapter 8): scheduling a session with the stakeholders and project team members which went well, what did not go well, and how future projects can be improved.
- Performance Monitoring Matrix (Chapter 7): Utilizing tools such as priced price analysis and S -Parvas to track project health and improve necessary course.
  Source Code Management and Version Control (Chapter 8): Final repository control is to have the last version stored, documented, and accessible for future maintenance.

3. Peer Interaction

- Performance deviation analysis (Chapter 7): Why refer to the team in certain activities or additional budget, and brainstorming of solutions for similar problems in future projects.
- End reviews and response sessions (chapter 8): Purchasing with team members to get a response to team and individual performance, building the culture of continuous improvement
- Documentation of Lesson learned (chapter 8) cooperation: Collaboration with other colleagues for reports of major learnings of the project, for the advantage of future teams from not having overall losses.
- Coordination Resources Reallocation (Chapter 8): Ensuring it is simple for members to get easily infected for new projects once closed, avoiding downtime or disabilities.

4. Challenges Faced

- Controlling scope changes at the final phase (chapter 7): The late customer requests can lead to scope crawling, and it becomes challenging to bring the project to a close on time.
- Closing outstanding issues before closure (chapter 8): resolving open assignments or bugs in the last phase in order to deliver the project as scheduled.
- Management of closing documents and data collection (chapter 8): Having all the important project documents stored securely and available for future reference.
- Enabling simple knowledge transfer (chapter 8): Project insights and technical reports that take time can be made available to new teams or maintenance teams.

5. Personal Development Activities

- Master Project Closure Framework (Chapter 8): Become familiar with industry-standard closed process and apply to future projects.
- Post-Propect review skills improve (Chapter 8): Learn how to facilitate formal discussions to extract valuable lessons from finished projects.
- Comprehensive EVMs understanding (Chapter 7): Real-world applications of price management achieved in project performance enhancement and monitoring.
- Establish a good knowledge collection strategy (chapter 8): Acquire the ability to organize and archive project artifacts and recover them easily.

6. Goals for the Next Week

- Master Project Closure Framework (Chapter 8): Acquire industry-standard closed processes and implement them on future projects.
- Post-Propect review techniques improve (Chapter 8): Learn how to conduct formal discussions in order to gain valuable lessons from finished projects.
- Deep understanding of EVMs (Chapter 7): Hands-on experience in price management applications acquired in project performance improvement and monitoring.
- Develop a good knowledge collection strategy (Chapter 8): Learn how to structure and store project artifacts so they can be easily recovered.