

SOFTWARE PROJECT MANAGEMENT

THE ROLE AND RESPONSIBILITY OF A SOFTWARE PROJECT MANAGER

A software project manager has the following roles and responsibilities:

Planning

Planning means break down your project into phases and tasks, allocate time (dates and duration) and assign resources

Once done the plan is the lay out of the distribution of tasks on the timeline with their mutual dependencies

To plan you need to clearly identify the scope, allocate necessary resources, propose the timeline, delineate the plan for execution, lay out a communication strategy, and indicate the steps necessary for testing and maintenance

Leading

A software project manager will need to put together, organize, coordinate and lead the project team

The project team is a heteronomous group of resources with different skills and coming from different areas:

developers, analysts, testers, graphic designers, and technical writers

This requires excellent communication, people and leadership skills

Execution

The project manager will participate in and supervise the successful execution of each stage of the project

This includes monitoring progress, frequent team check-ins and creating status reports

At this aim he/she need to collect information periodically and update the project plan and the forecast of costs and resource usage

He/she will be supported by doing risk management and task tracking

Time management

This was previously mentioned as a skill of a project manager

Staying on schedule is crucial to the successful completion of any project, but it's particularly challenging when it comes to managing software projects because changes to the original plan are almost certain to occur as the project evolves

Software project managers must be experts in risk management and contingency planning to ensure forward progress when roadblocks or changes occur

Budget management

Like traditional project managers, software project managers are responsible to define and create a budget for a project

They need to stick to it as closely as possible, moderating spend and re-allocating funds when necessary

Like for the time costs must be tracked frequently and reports to Management or customers have to be pulled up at any moment

Quality Management / Assurance

Software project management typically encourages constant product testing in order to discover and fix bugs early, adjust the end product to the customer's needs, and keep the project on target

The software project manager is responsible for ensuring proper and consistent testing, evaluation and fixes are being made

The final product has to be of the quality level defined in the requirement phase