

PROJECT MANAGEMENT CONCEPTS

WHY WE SHOULD DEFINE AND USE MILESTONES?

The use of project milestones is essentially a scheduling strategy. Milestones are also less common in Agile projects as the Agile Methodology focuses on short iterations and evolving schedules and plans.

Within an Agile project, the only milestones may be at the end of each Sprint.

Milestones are more common in traditional project management methodologies that follow a more structured approach to planning and scheduling.

Milestones help ensure that critical project deadlines are met
Often these deadlines are dictated to you by the customer or project sponsor

For example, if you must deliver a software tool for a client, you should define when to show them the first draft and when they expect to receive the final product

Both dates are milestones

Milestones are also useful for communicating project success. With milestones, you can easily move away from the task level and see the overall progress more clearly. Regularly communicating the milestones you've met is a great way to gain trust and keep stakeholders updated on their investments even before the project is completed.

Milestones can also be used to define check-in points throughout the project so that everyone is clear about what progress looks like, what the expectations are, and when they'll be measured

By inputting these checkpoints into the schedule and managing to them, you enable the team to stay in sync towards overall project goals and outcomes