

Learning Journal 4

Student Name: Tharun Balaji

Course: SOEN 6841 – Software Project Management

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Dates Range of activities: 20/02/2025 – 21/03/2025

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Key Concepts Learned

This week's sessions focused on Project Monitoring & Control (Chapter 7) and Project Closure (Chapter 8). Chapter 7 introduced the importance of monitoring and controlling projects to ensure they stay within scope, budget, and timeline. I learned about Earned Value Management (EVM) as a key technique for tracking schedule and budget variances. Additionally, project baselines, performance metrics, and corrective actions were emphasized to manage deviations effectively.

Chapter 8 covered Project Closure, highlighting the importance of finalizing deliverables, ensuring version management, and documenting lessons learned. The closure phase ensures that all project goals are met, and valuable insights are captured for future improvements.

Application in Real Projects

This week's learnings were directly applied to our Food Expiration Alert System project. As a team, we completed several key deliverables: Feasibility Study, Solution Proposal, Project Plan, Risk Assessment, and Budgeting Document. We applied project monitoring techniques to track our progress and ensure alignment with deadlines.

EVM principles helped us evaluate whether we were on schedule and within budget. Additionally, we started considering the closure phase by organizing our documentation and ensuring that lessons learned were noted for future reference. The structured approach from the lectures made these processes more efficient and manageable.

Peer Interactions

Collaborating with my team this week was insightful. We discussed the challenges of tracking project progress in iterative projects, emphasizing the importance of baseline comparisons and performance indicators. Our team debated the effectiveness of different corrective actions—whether adjusting schedules, increasing resources, or reprioritizing tasks.

Another key discussion was about project closure and how documenting lessons learned could benefit future projects. Learning from past experiences, especially when dealing with budgeting or unforeseen risks, will help improve project execution in the future.

Challenges Faced

One of the main challenges this week was understanding and implementing Earned Value Management (EVM). The calculations and variance analysis required precise data tracking, which was initially overwhelming. However, after discussing it with peers and applying it to our project, it became clearer.

Additionally, aligning project monitoring techniques with an iterative development process posed challenges, as frequent changes made baseline comparisons difficult. The key takeaway was to adapt monitoring tools dynamically to reflect evolving project needs.

Personal Development Activities

To strengthen my understanding, I explored additional resources on project monitoring tools like Jira and Microsoft Project. Watching tutorials on EVM calculations and project closure processes provided clarity. Additionally, I took the initiative to draft an initial lessons-learned document for our team, ensuring we have structured takeaways at the end of our project.

Goals for the Next Week

Next week, I plan to refine my risk assessment strategies by incorporating real-world case studies to deepen my understanding. I also aim to explore advanced project monitoring tools to enhance my ability to track and report project performance with accuracy. Additionally, I will practice drafting a comprehensive project closure report, ensuring it includes key takeaways and actionable recommendations for future improvements. Engaging in discussions with my peers will also be a priority, as exchanging insights on best practices for project finalization will help reinforce my learning and refine my approach to project management.