

LEARNING JOURNAL

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Course: Software Project Management

Journal URL: <https://github.com/usnish2001/SOEN6841-SPM>

Week 1: January 18 - January 27

Date: January 20th

Key Concepts:

Studied Week 1 and Week 2 from the PPT slides shared in the class. Grasped basic idea of what Project Management (PM) is and steps followed to execute a successful product or a service. Following subpoints describes both the slides in brief :

- The first slide introduces about what PM is, what it consists of and it's various phases which are mainly **INITIATION, PLANNING, MONITORING & CONTROL, CLOSURE.**
- Latter part of the 1st presentation highlights the various steps at **INITIATION, DEVELOPMENT and IMPLEMENTATION.**
- The second slides describes Project Initiation in 3 sub-parts : **CHARTER, SCOPE, OBJECTIVE, FINANCES & SCHEDULE .**
- Also emphasize how the schedule must meet the **FUNCTIONAL REQUIREMENTS** of the project, the man-power required to execute, **BUDGET ESTIMATES** and setting **GOALS & OBJECTIVES.**

Application in Real Projects:

- **Initiation Phase:**
 - **Charter, Scope, Objective, Finances, and Schedule:** In the real world, having a well-defined project charter is crucial. It sets the tone for the entire project, clearly outlining the project's **purpose, objectives, scope, and financial considerations.** The scope ensures that the project team and stakeholders have a shared understanding of what the project will deliver. Clear objectives help in setting expectations, and managing finances and schedules is essential for project success.
- **Development and Implementation:**
 - **Functional Requirements:** Ensuring that the schedule meets the functional requirements is vital for delivering a product or service that aligns with the client or end-user needs.
 - **Manpower and Budget Estimates:** Accurate estimation of manpower and budget requirements helps in resource allocation and financial planning. It prevents overcommitting resources or underestimating costs.

Challenges :

- **Scope Creep:** Changes in scope during the project can lead to increased costs and timelines. It's important to manage and control scope changes effectively to avoid scope creep.
- **Resource Constraints:** In the real world, there might be challenges in acquiring the right talent or resources within the planned budget and schedule.
- **Uncertainty and Risks:** The dynamic nature of projects can introduce uncertainties and risks. Identifying, assessing, and managing risks is crucial to avoid potential issues that could derail the project.

Benefits :

- **Improved Project Control:** Following the PM phases provides a structured approach, ensuring better control over project activities and resources.
- **Enhanced Communication:** Clearly defined charters, objectives, and scopes facilitate better communication among team members and stakeholders, reducing misunderstandings.
- **Increased Project Success Rates:** Adhering to project management principles increases the likelihood of delivering projects on time, within scope, and within budget, contributing to overall project success.
- **Effective Resource Allocation:** Proper planning helps in identifying resource needs and allocating them efficiently, leading to optimal resource utilization.

Peer Interactions:

Had a group discussion on the project topic. Researched a bit about what the topic is, its basic functions and how its implemented in real-world scenarios

Challenges Faced:

Our main challenge was scheduling of timeframe. We were having difficulties in scheduling the time at what time we should complete a particular milestone and be ahead of the deadlines well in advance.

Personal development activities:

Read the Project Management Book to get an in-depth highlights of the introduction and the author's perspective

Goals for the Next Week:

Understanding better scheduling and learn about the Cost effective techniques while keeping the deadlines intact

Week 2: January 28 - February 3

Date: February 4

Key Concepts Learned:

Week 2 covers on Risk Management. Learnt the definition of a risk, types of risks, how it impacts a project and minimizing strategies to maintain the smooth flow of the project.

Also learnt the how a risk is assessed on 4 categories : **IDENTIFICATION, PRIORITIZATION, ANALYSIS, MITIGATION**

Also learnt how a risk is controlled in 3 ways : **PLANNING, RESOLUTION, MONITORING** and what are the various techniques of planning potential risks : **ACCEPTANCE, AVOIDANCE, RISK TRANSFER, MITIGATION**

Calculated the risk reduction leverage(RRL) once a risk is mitigated with respect to original risk and calculate the percentage.

Collaborative Learning:

Had a collaborative discussion on the risk assessment and potential risks that might occur in our project development. Understood each one's take on the topic and brainstormed ideas to form a collective solution.

Further Research/Readings:

Researched in depth and watched videos online on the web about the web and learnt the project manager's perspective how they tackle various types of risk.

Adjustments to Goals:

Learn about configuration management and try to find appropriate softwares to implement in our project.