Project Management for Software Development

- **Conducting a Project Kick-Off Meeting**

The business reasons for the project

- Where the project fits in the business
- How this fit influences your chances of success

The project customers

- Identifying stakeholders and their needs
- Developing strategies to manage involvement

The project objectives

- What success looks like
- Making the team's success visible
- Managing the project to build customer confidence

- **Balancing Development Needs with Organizational Expectations**

Selecting software development life cycle models

- Comparing SDLC models
- How to identify the right model
- Analyzing strengths and weaknesses of Traditional vs. Iterative vs. Agile (e.g., XP, Scrum)

Designing a road map for your project

- Mapping your PM process to your project's SDLC
- Optimizing time, cost, function and quality

- **Translating Stakeholder Needs into Actions**

Structuring content for your software project plan

- Providing initial top-down estimates
- Identifying tasks and phases using a WBS
- Calculating realistic bottom-up estimates
- Sequencing tasks into a network diagram
- Constructing Gantt charts to assess resource needs

Getting the right resources

- Identifying resource needs using your plan

- Delegating work effectively

Reality check for your project plan

- Testing the plan before you begin

- Assessing the project using risk management

- Involving the team in planning

- Building confidence for your plan

- Selling the plan to relevant stakeholders

- **Running the Project: Day-to-Day Decisions for Success**

Focusing on the project management process

- Putting theory into practice

- Early warning signs

- Building team commitment

- Day-to-day tracking and management

- Measuring progress with milestones

- Defect detection and prevention

Characterizing the software development process

- Analyzing how the SDLC drives deliverables

- Pressures to expect at each stage

- The major stages and how they relate

- Determining the working practices in traditional, iterative and Agile developments that offer the greatest impact

Building successful teams

- Getting technical teams to work collaboratively

- Engaging the team in the planning process

- Empowering team members

- Managing the stages of team development appropriately

- **Driving the Implementation: Recognizing and Overcoming Challenges**

Tracking and control

- Measuring software progress

- Linking progress to success

Implementing change control

- Principles of change control

- The value of configuration management

Controlling risk

- Analyzing project risk

- Changing the risk profile

- Planning for contingency

- **Closing the Project: Learning from Experience**

  - Sharpening your project management skills

  - Influencing the continuous improvement process of your organization