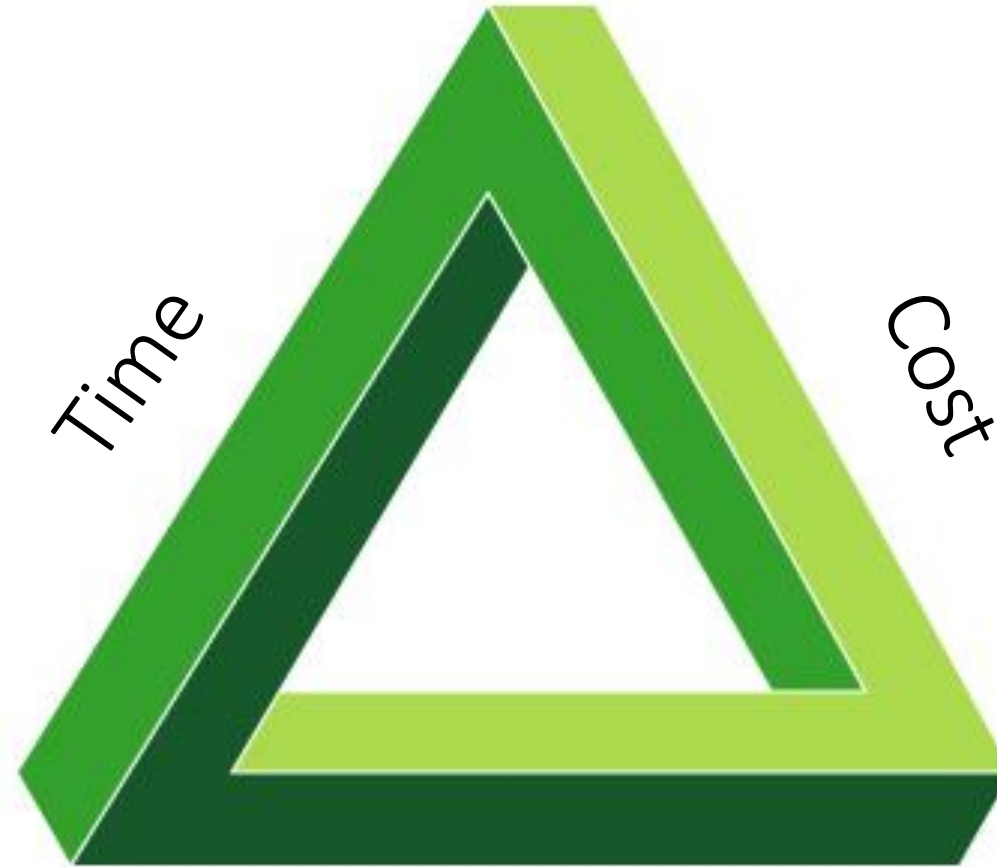


# Project Management Skills

Dr Varun Ojha

Computer Science  
University of Reading

# Managing a Project



Quality

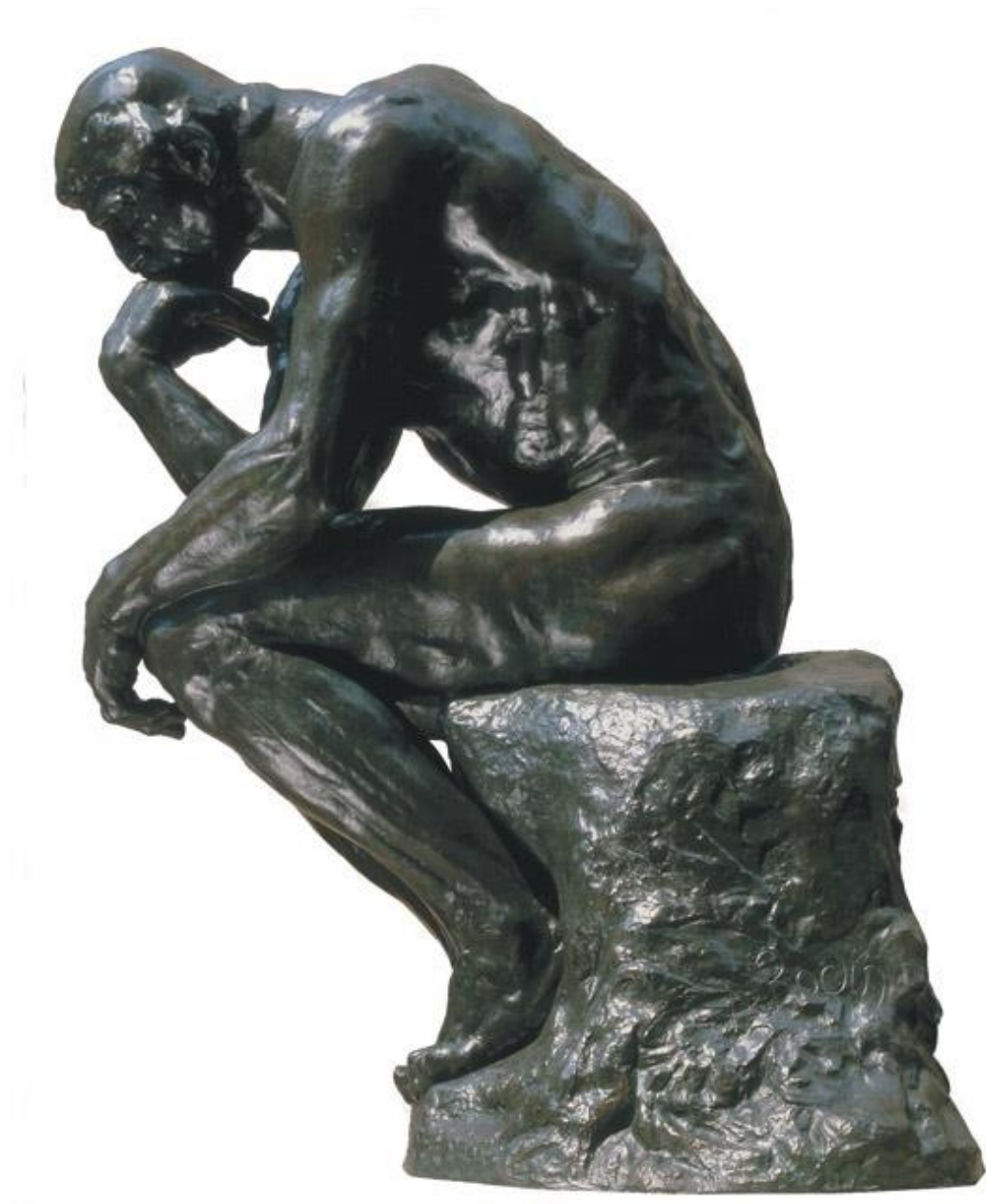
# Why Do Project Fail?

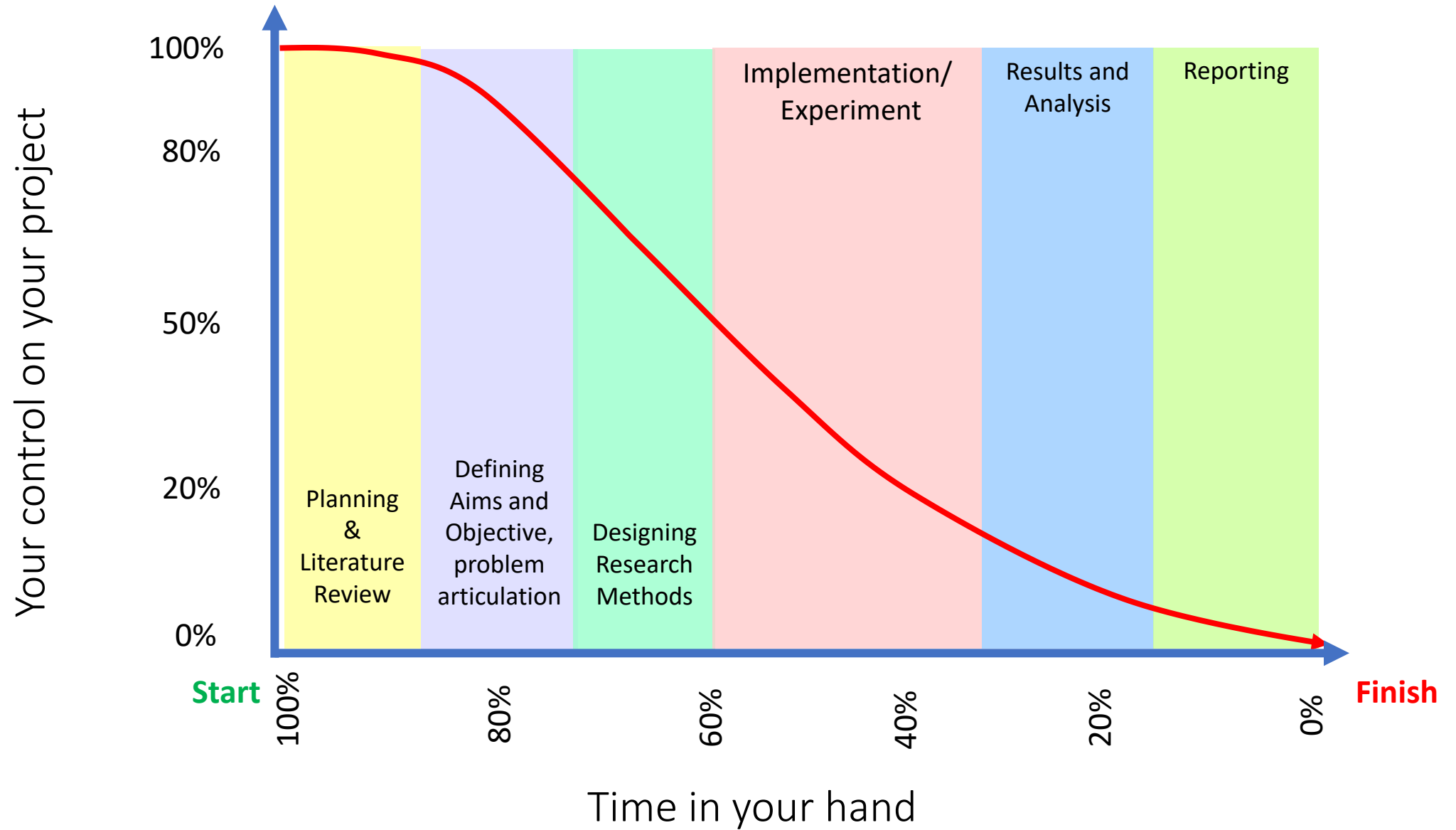
- No Clear objective
- No resource planning
- Poor communication
- No management skills



# Principles of Project Management

- **General goal:** Envision the bigger picture first
- **Specific tasks:** Slice complex tasks into bite size
- **Alternatives:** Keep your safety boat ready
- **Responsibility:** Know the rules of the game
- **Check:** Keep watching your progress





Basic idea adapted from: [https://www.cmu.edu/cee/projects/PMbook/02\\_Organizing\\_For\\_Project\\_Management.html](https://www.cmu.edu/cee/projects/PMbook/02_Organizing_For_Project_Management.html) and Dr. Carine Galli Marxer, Cubisma.ch

# Use “CREATES” formula

## **C** – Conditions

what type of project are you doing?

## **R** – Recourses

do you have all the materials?

## **E** – Expertise

are you seeking supervisor’s advice?

## **A** – Attribute

what variables/features you have?

## **T** – Tools

have you thought of the required tools/technologies?

## **E** – Environment

do the literature support your project?

## **S** – Success

have you got precise objectives?



# Use SMART - Goals

**S** – Specific

**M** – Measurable

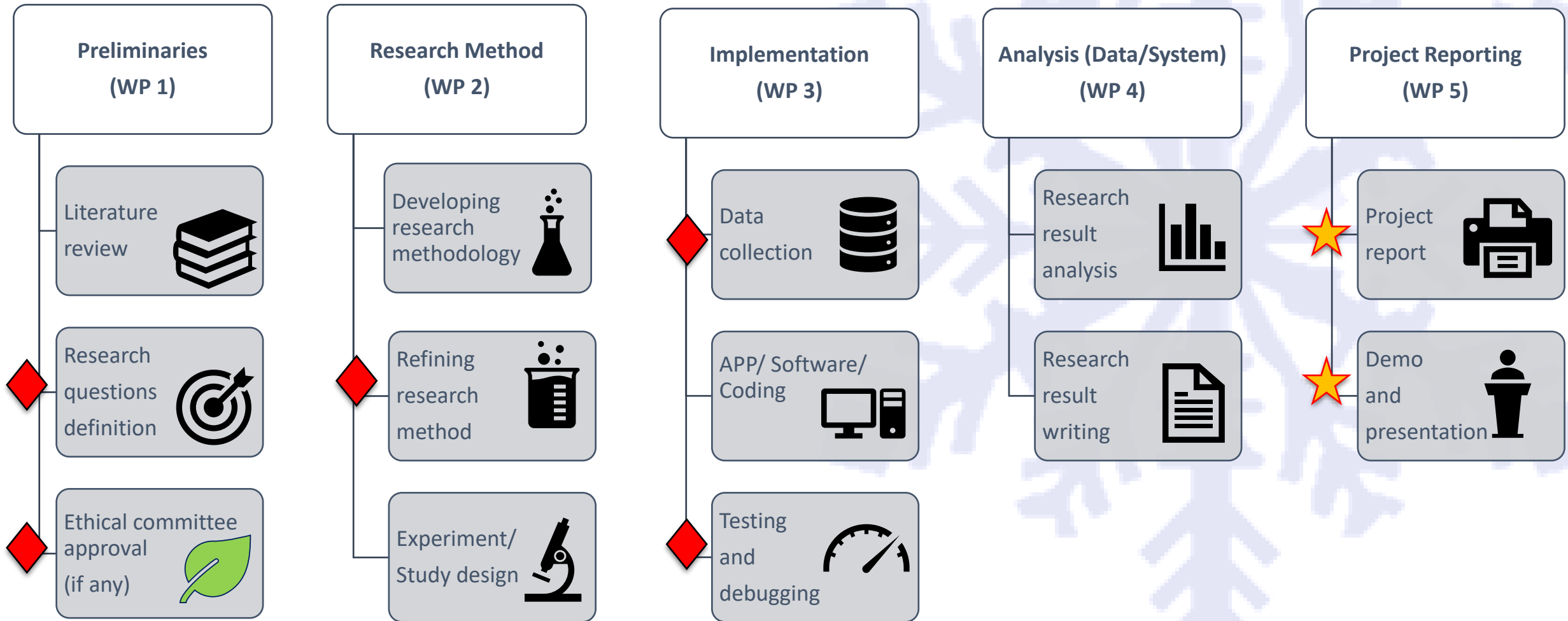
**A** – Achievable

**R** – Relevant

**T** – Time constrained



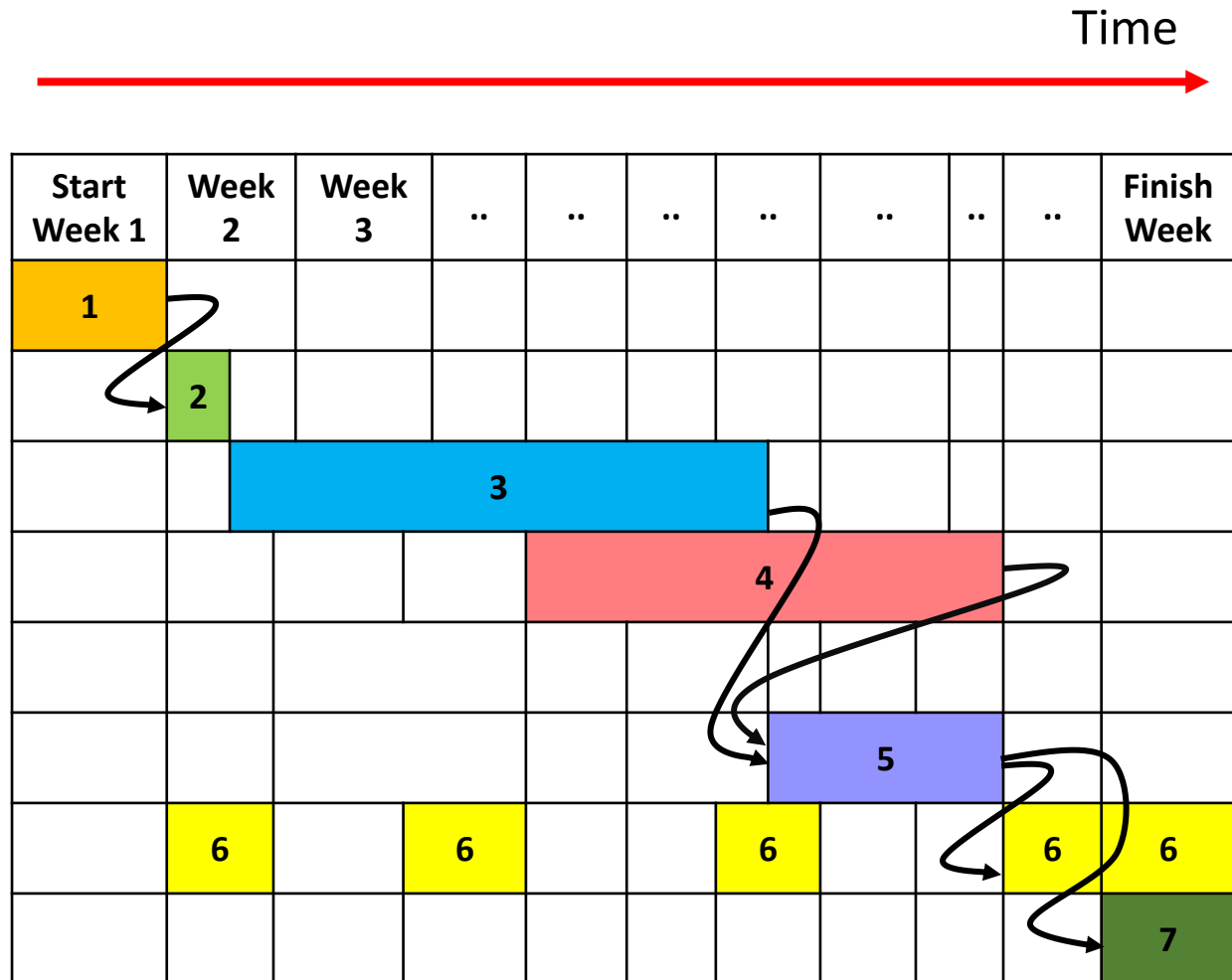
# Organize your project





# Time Management: Gantt Chart

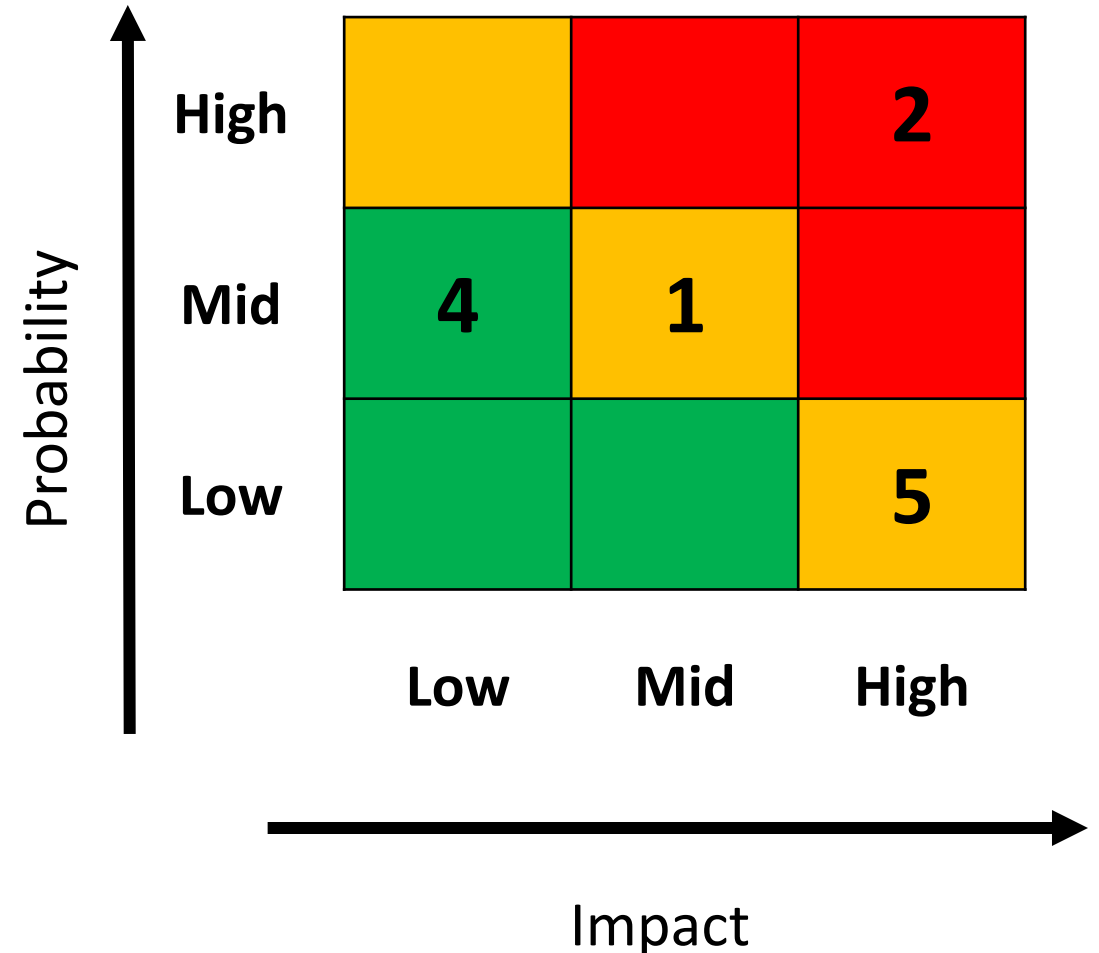
#	Task	Dependency	Time
1	Lit. Rev	--	2
2	Problem def. (PID)	1	1
3	Research method design and implementation	2	10
4	Data collected	3	10
5	Result validated	1,2	10
6	Report writing	4	-
7	Demo ready	6	1



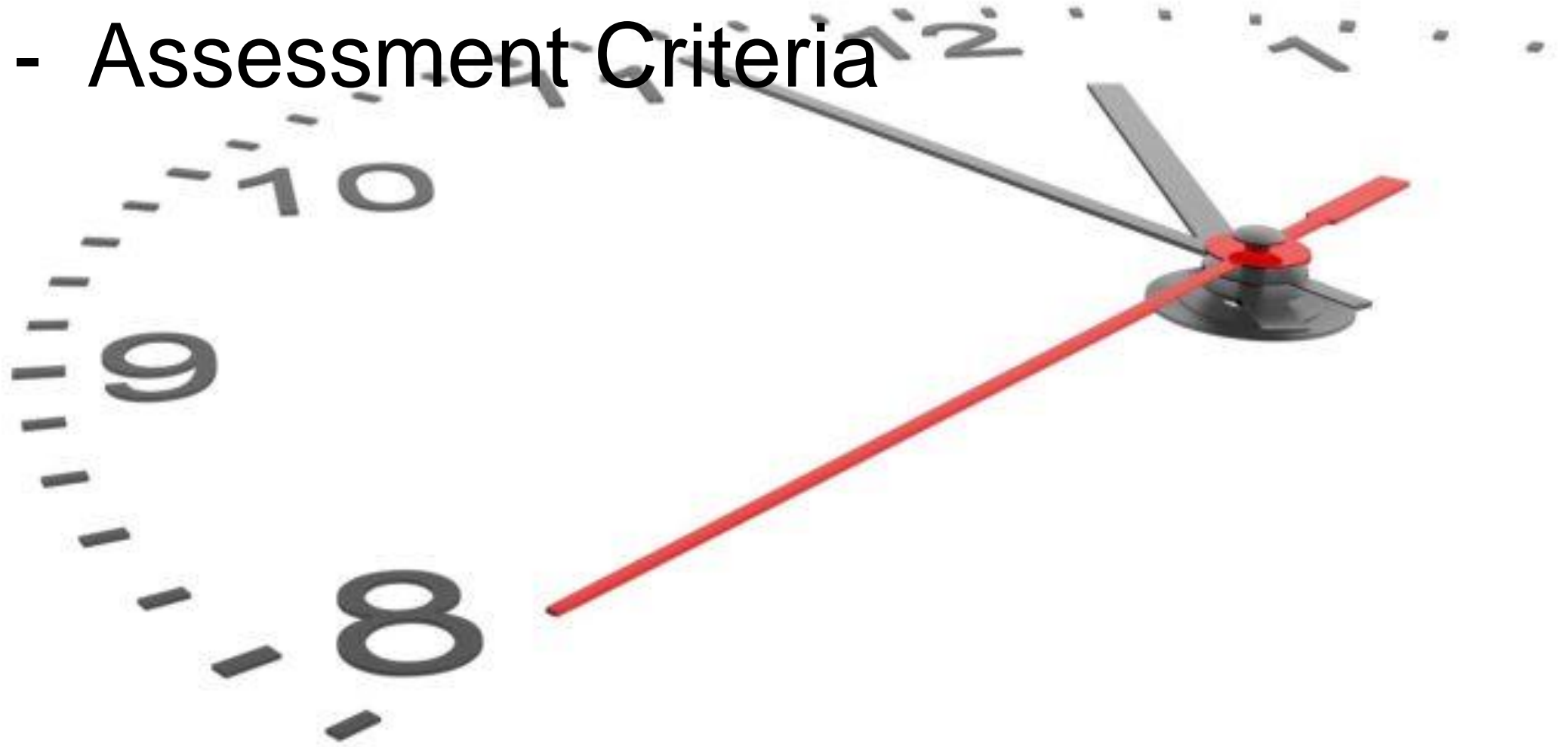
# Risk Management

#	Risk	Prob. 1-2-3	Impact 1-2-3	Cause	Cure
1	Project def	2	2	Delay in def	Seek supervisors advise
2	Data collection	3	3	Source of data not found	Plan and alternative application
3	Implementation	2	1	Poor library/package	Search alternative program
4	Supervisory meeting	1	1	Communication	Arrange an alternative meeting
5	Internet connection	3	1	No proper/drop connection	Arrange an alternative data plan

# Risk Matrix



# Next - Assessment Criteria



Bibliography:

<http://www.cs.bham.ac.uk/research/projects/cogaff/misc/cs-research.html> (Accessed on Sep 30 2020)

<http://web.ftvs.cuni.cz/hendl/metodologie/introduction-to-scientific-research-projects.pdf> (Accessed on Sep 30 2020)