



# PROJECT MANAGEMENT

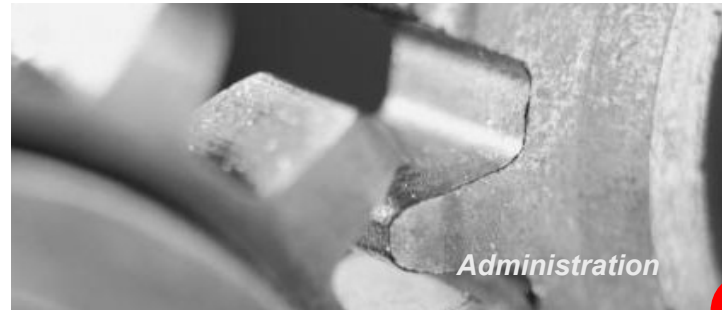
# CM: Change Management

Bogdan Lent

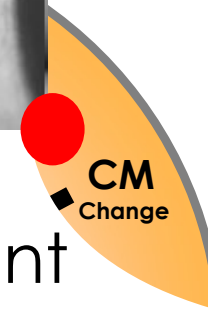
60 Minutes



14:00 CM Change Management



Change Management



## Project Challenges



Project Management

# Change Management: Goal

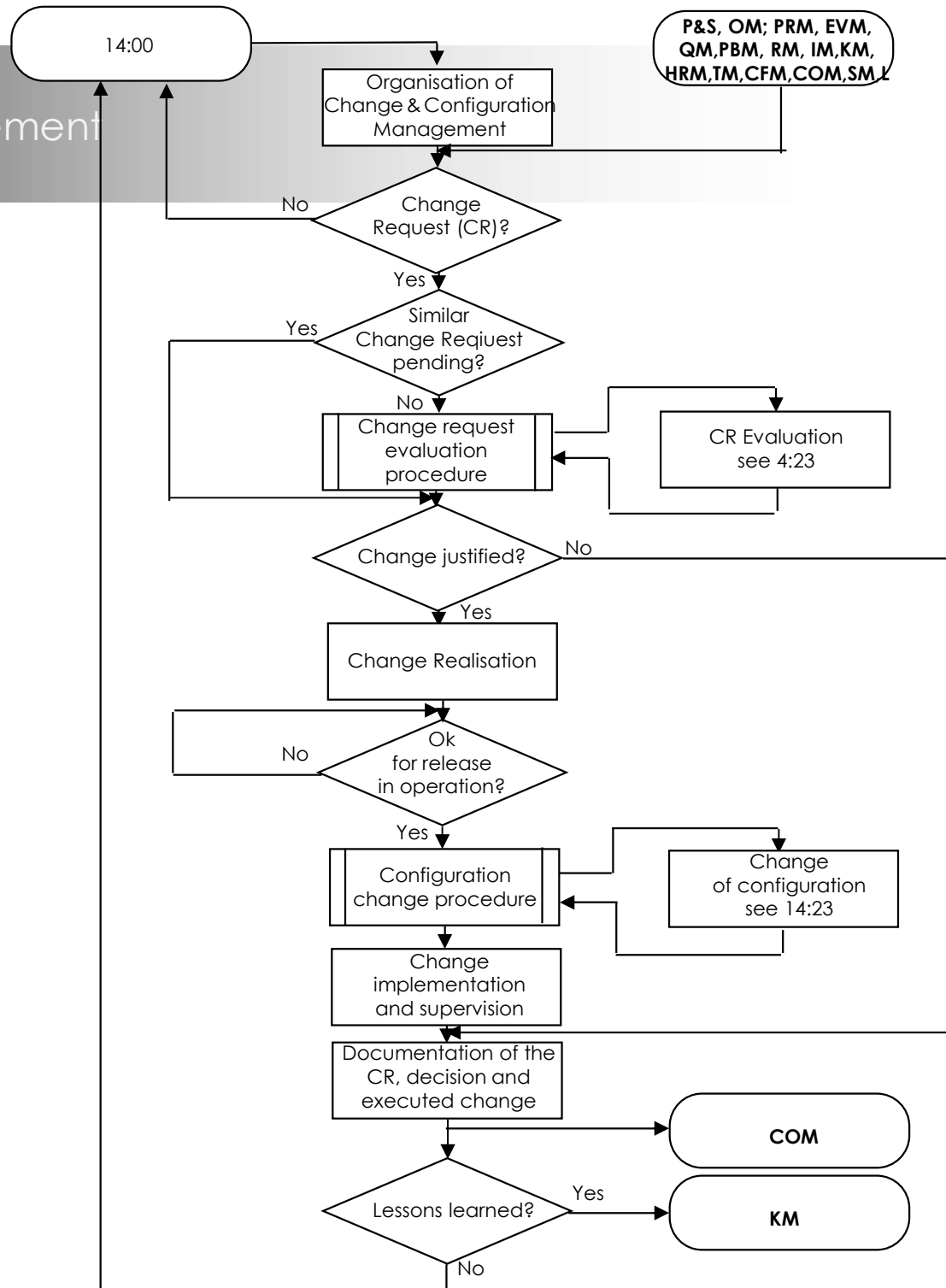
Scheduled process of detection, evaluation and elaboration of necessary changes in a project, which include:

- Recording of all change requests
- Registering all costs of change implementation
- Registering all consequences in case change is not done
- Elaboration of the change decisions under provision of the minimalization of the consequences
- Update of system configuration



14:00 CM Change Management

# Change process



# Change process areas

- Change management
- Configuration management



Project Management



# Change process areas

- Change management



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# What is a change in a project?



# What is a change in a project?

- Client changes his requirements
- Error in product has to be corrected
- Both supplier and purchaser agreed on modification
- Market changed – product has to be adapted
- Members of team leave or join the team
- Budget is cut, new cut-to-budget product
- ...

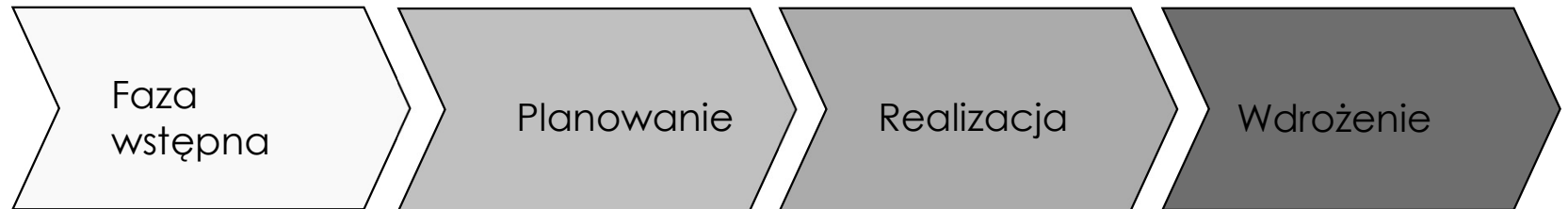


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## Process phases

Change process phases are like regular process phases.



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## Change Control Board CCB

- Decides, if the change shall be done
- Shall be independent from the project management
- Purchases/Customer and Supplier/Executor shall be represented

Also used: Change Management  
Board CMB

Change Advisory  
Board CAB



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# Change Control System CCS

Documented and formalised procedure of:

- change request reporting,
- decision making and
- change execution



# Change Control System CCS

CCS defines how change requests are evaluated:

- value added by change execution,
- realisability of the change
- cost of execution
- impact on project planning and schedule
- risks introduced with a change
- change impact

CCS provide a detailed procedure  
of change approval or change request rejection



# Grouping of Change Requests

May follow one or more criteria:

- similarity of the change request reasons,
- similarity of the functions which are impacted
- minimization of the repeatable workload
- test optimisation



# Change Control

A balance has to be maintained:

- stringent CCS,



Demotivation, boot-legging, product instability risk

- laissez-faire CCS,



Chaos in documentation, uncontrollable product behaviours, high costs of maintenance

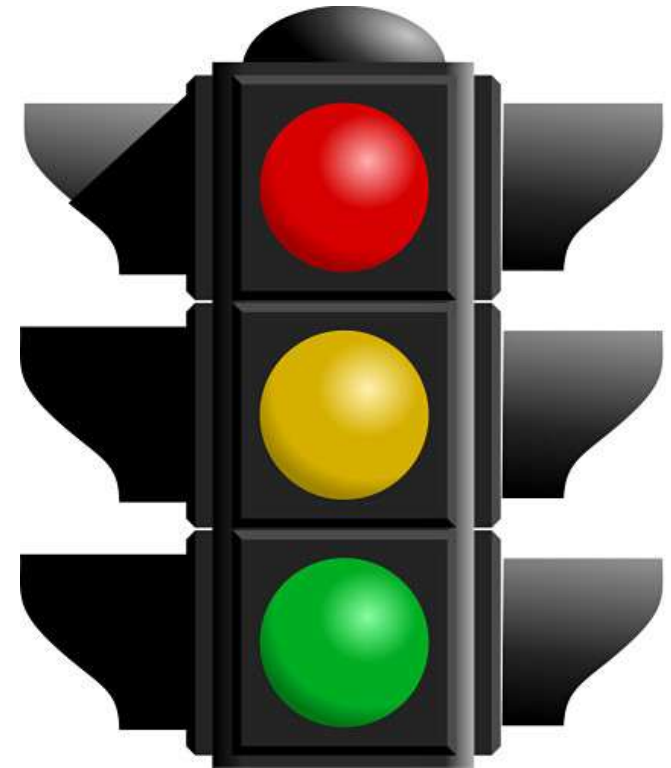


# Change Decision

No, stop this change request

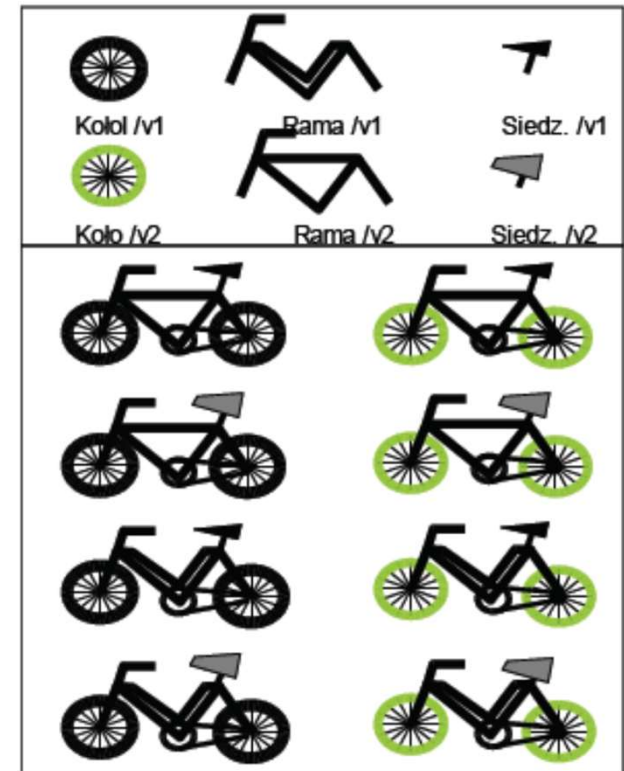
Withhold-later it makes sense

Yes, implement the change

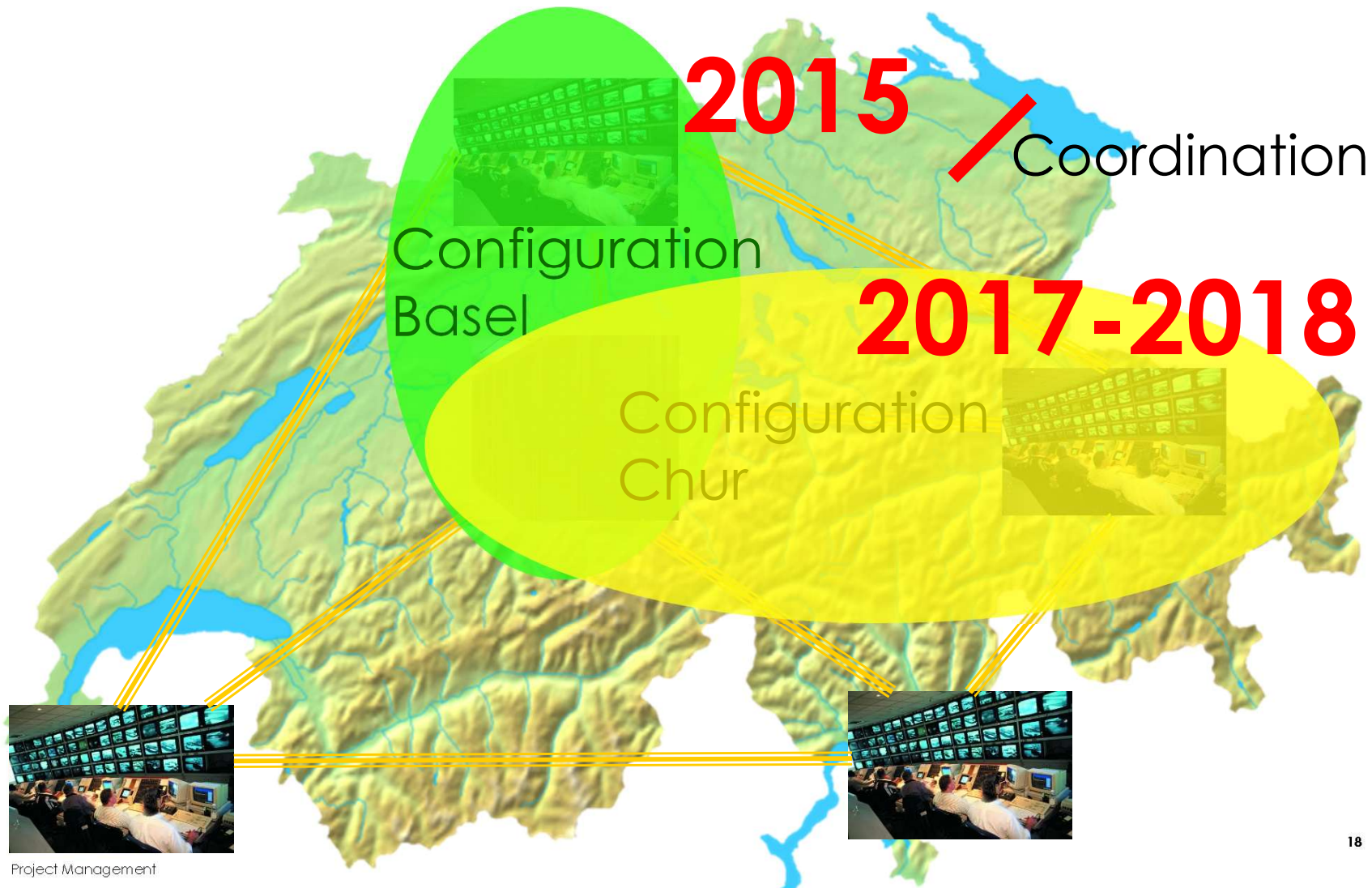


# Configuration Management

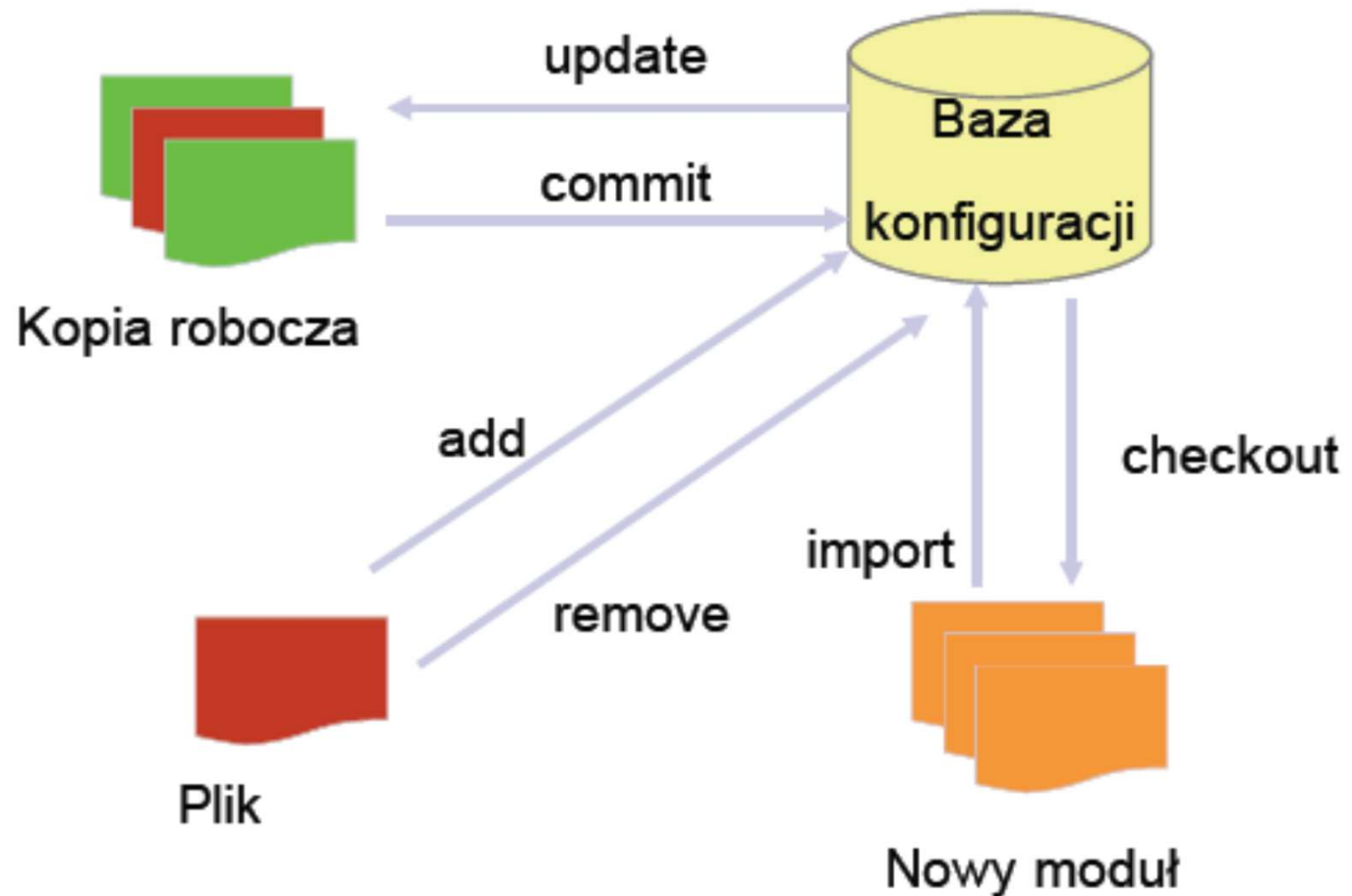
- Issue of controlling the product composed of numerous components?
- Issue of change management in such products



# Configuration Management



# Version control system



# Configuration Management

## Recommendations CMMI



Establish Baselines

- Identify Configuration Items

- Establish Configuration Management System

- Create or Release Baselines

Track and Control Changes

- Track Change Request

- Control Configuration Items

Establish Integrity

- Establish Configuration Management Records

- Perform Configuration Audits



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60 Minutes





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