Information Section

Topic:	Defining Science Requirements, Managing Scope, and Ensuring Delivery
Speaker(s) Name, Title:	Tom Gulbransen, Project Manager for the construction and operations of cyberinfrastructure (CI) and ecological data products of NEONscience.org
Session Description:	Presents project management practices at NEON project that are effective when juggling competing needs of customers, fieldwork, EPO, and cyberinfrastructure.
Session Time Slot:	Thursday, April 4, 2019, 8am – 9am
Purpose and Desired Outcome:	Sharing good project management practices

Notetaking Section

Scribe Name	

Disclaimer: *These are raw notes that were captured by the assigned scribe during this session at the 2019 Large Facilities Workshop. This is one individual's interpretation of what took place during the session, and its content does not necessarily represent the viewpoint of the National Science Foundation.*

Notes and Key Points:
- Adopting agile management for 2-week to 4-week task duration progress task allows flexibility that required for the software development tasks in the project.
- The conversion of agile progress to %-complete in Earned Value Management (EVM) reporting is based on the story points. It requires conversion from task to stories, to features, to epics.
- Each team has layered of roles. The team needs time to adjust to such layered structure to function efficiently.
- Could reduce layering, by linking customer and product owner

Best Practices:
- Adopting agile approach give flexibility in management
- Establish good conversion from agile progress to EVM %-complete
- Use integrated product team and layering of roles are very helpful
- Allow time for team adjustment

Actionable Recommendations (Action Owner Name & Organization):
- Slide 15 shows actionable items for NSF

Session Summary

This session discussed the benefit of incorporating the agile management practice for 2 weeks- 4 weeks duration of task period while maintaining the Earned Value reporting for each month. It also discussed the organization of team for such management, and the method in converting the agile progress into %-complete EV reporting.