

SOFTWARE PROJECT SURVIVAL GUIDE

HOW TO BE SURE YOUR FIRST IMPORTANT PROJECT ISN T YOUR LAST

Steve McConnell, Microsoft Press, 288 pages, \$24.99, ISBN: 1-57231-621-7.

Dos for Software Success

1. Create and follow a Software Development Plan
2. Empower project personnel
3. Minimize the bureaucracy
4. Define the requirements baseline, and manage changes to it
5. Take periodic snapshots of project health and progress, and replan when necessary
6. Reestimate system size, effort, and schedules periodically
7. Define and manage phase transitions
8. Foster a team spirit
9. Start the project with a small senior staff

Don ts for Software Success

1. Don t let team members work in an unsystematic way
2. Don t set unreasonable goals
3. Don t implement changes without assessing their impact and obtaining approval of the change board
4. Don t gold-plate
5. Don t overstaff, especially early in the project
6. Don t assume that a schedule slip in the middle of a phase will be made up later
7. Don t relax standards in order to cut costs or shorten a schedule
8. Don t assume that a large amount of documentation ensures success

* This list of Dos and Don ts is from *Software Project Survival Guide*. It was adapted from a similar list in the NASA Software Engineering Laboratory's *Recommended Approach to Software Development, Revision 3*, Document SEL-81-305, Greenbelt, Maryland: NASA Goddard Space Flight Center, 1992.



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