



Blue Diamond Delivery Model (BDDM)

By

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Abstract:

Blue Diamond Delivery Model (BDDM) is an easier delivery-tracking model, which helps to track the delivery for every day and gives some valuable remarks over the certitude of the deliverables. The Diamond Model is fragmented into the number of workdays per month and the deliverables are eventually distributed across these workdays prior to the Project Plan. Everyday results should be tracked with respect to the time period by naming as Best Period, Grace Period, Warning Period & Failure Period and shade them as Blue, Green, Red and Black respectively (as per the delivery time). The Reasons behind the timely and untimely deliverables are noted and maintained in the history.

1.0 Introduction:

Project Management is one of the challenging tasks that require equilibrium between the Technical activities and the processes proposed by the Organization to support the activities. Amidst of the regular Organization Processes, few best practices would add more value to the Project Management in tracking the status of the Project. Blue Diamond Delivery Model (BDDM) is also a process that emphasizes an easier method to track the outcome of the workdays at the end of intended time for completion (on daily basis).

2.0 Objectives:

The Objectives of this BDDM is to

- Track the progress of the Project on Daily basis.
- Analyze the productivity of the Project with the everyday outcome.
- Ensure the effective utilization of available resources.

3.0 Main Aspects:

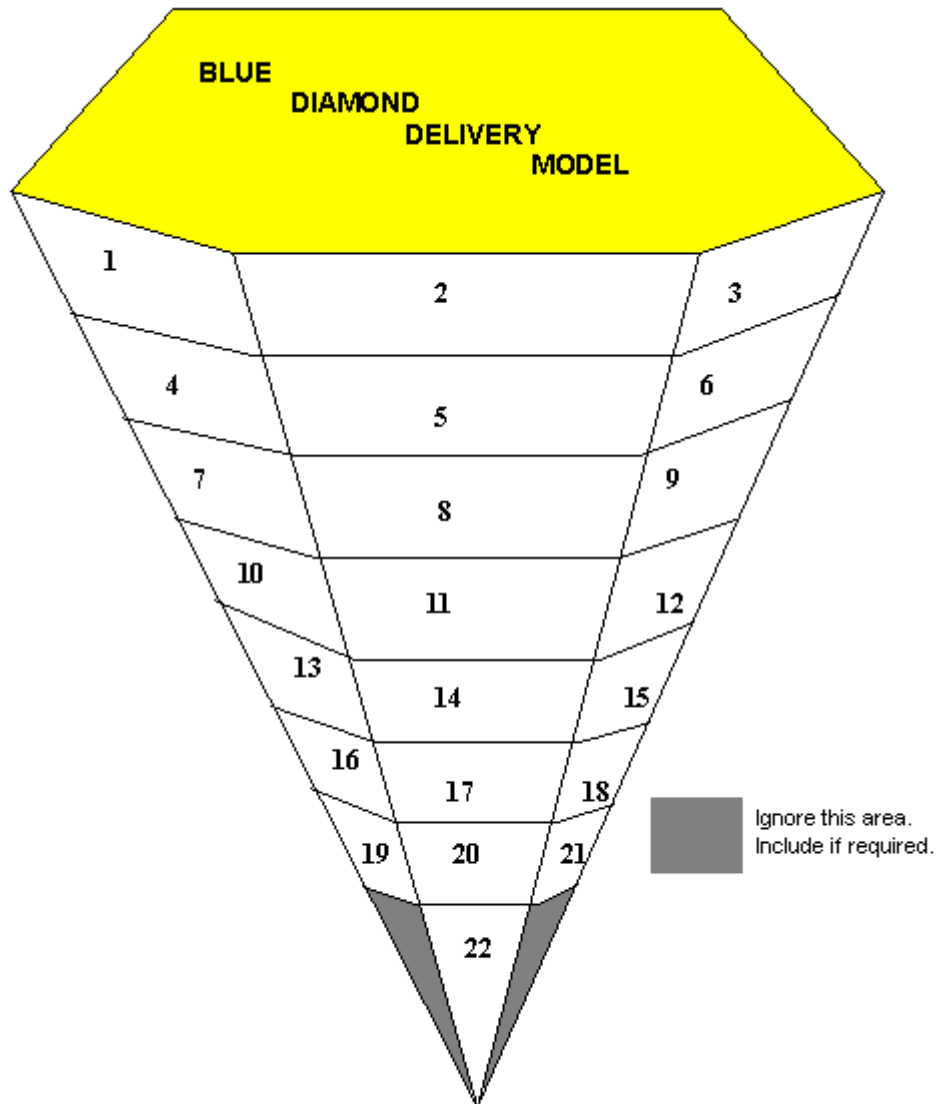
The main aspects of this process are listed below:

- Blue Diamond Delivery Model (BDDM) enables to find the reasons for the timely delivery and the delay in the deliverables.
- The Redundant reasons for the delayed deliverables helps in investigating the origin of the mistakes and direct to sort them on its earlier inspection.
- Simple and easier to implement them in any of the Projects.
- Increases the Competition among the Projects if it is implemented across the Projects of the same account.

4.0 Procedure:

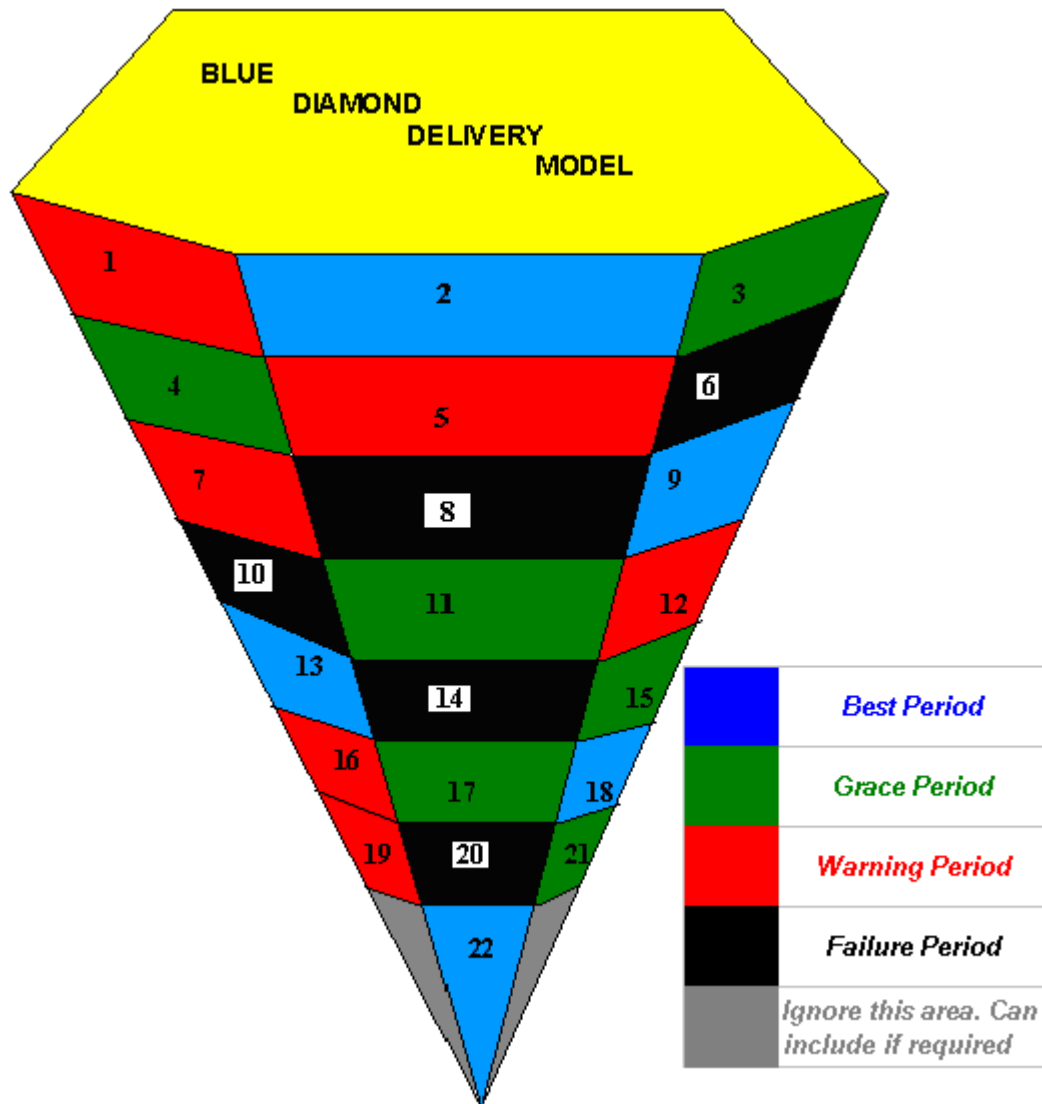
It is evident that any of the Application Development (or Testing) Project begins by knowing the delivery date and should successfully pass all the stages of the Software Development Life Cycle before it is delivered. Prior to the availability of the Delivery date the following steps are carried out.

- Design a Delivery model as given below by segmenting them with the planned workdays for that particular month and shade out the remaining portions.



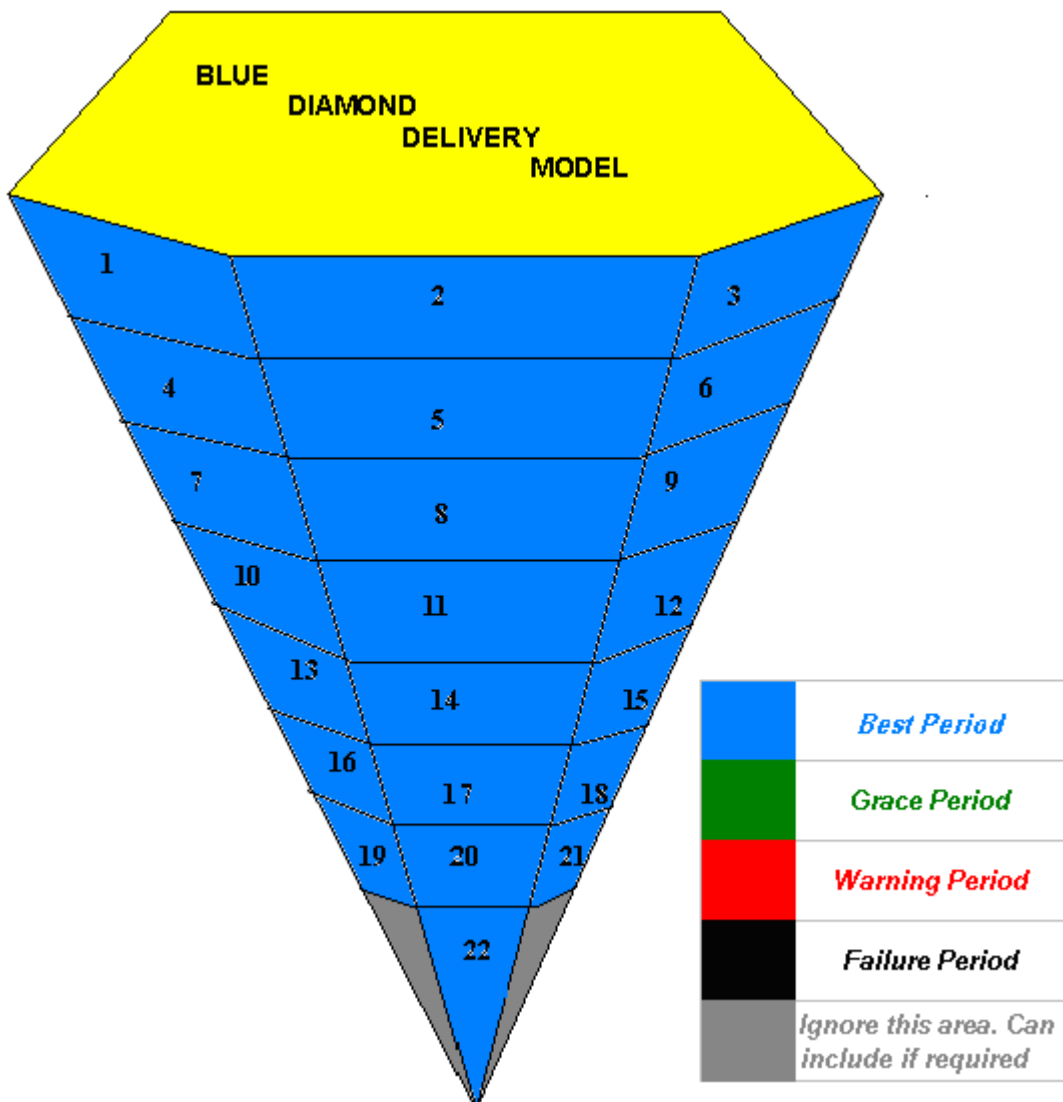
- Plan the time period for the Development, Testing and all sorts of Project activities and distribute the tasks for every workday.
- From the time of its implementation it is mandatory to track the task status (or deliverable status). The Task completion time for everyday has been categorized as Best Period, Grace Period, Warning Period & Failure Period and the day should be shaded as Blue, Green, Red and Black respectively.

- **Best Period** – *If the task has been completed within the intended time*
 - **Grace Period** – *If the work has been completed in the grace period but delivered on the same day, which does not affect the Project significantly.*
 - **Warning Period** – *If the work has been completed with the maximum time on the same day, which has some impact to the Project.*
 - **Failure Period** – *If the work was not complete on the day (Complete Slippage).*
- Reasons for the deliverables for all the four periods should be analyzed and noted in the “**Deliverables Status Report History**”. The Deliverables Status Report History is nothing but a document that contains the list of reasons across the days with respect to the date. (E.g., the reason for the successful delivery can be due to Team Effort, Availability of required resources etc., Similarly failure could be due to the lack of clarity in Business Requirements, Unavailable Resources, lack of skills etc. Sample “Deliverables Status Report History” is available in the Appendix.)
- The same set of procedures needs to be repeated for every workday and the delivery model for that particular month may be as shown below. In the picture mentioned below, it is assumed that there would be 22 workdays per month. If the number of workdays increases, the Grey-shaded regions can be used to accommodate them.



- The Reasons of the all the periods should be discussed in the Project Team meeting sporadically which in turn creates awareness for the slippage and efforts to overcome them. Reasons for the failure, success, slippage etc., should be discussed thoroughly in the meeting and the Gap-analysis & Causal-analysis should be done to recover from the problems. These analyses would help to arrive at the solutions that help to cope with the planned delivery date.
- If the solutions arrived through the Gap-analysis and Causal - Analysis is properly implemented, then it would help the Black, Red and Green

shaded days to turn Blue. Hence, The Certitude of the Project deliverables can also be reached through the proper Project Planning. The Vision of the Project should be set to achieve “Blue” everyday and through proper planning and management, the BDDM would show the status of the Project as below.



5.0 Benefits of Implementation:

- Implementation of BDDM as a “**Best Practice**” will motivate the team members of Project in reaching their targets in the intended time.
- Implementation of BDDM across the Projects will enable the Project members to compete with each other with the team spirit to work with utmost commitment. (See **Appendix** to see *Methods of Implementation to understand the impact of BDDM over various Projects*).
- It is easier to adapt and interpret for a Novice to Experienced Persons.
- This ease the monitoring works of the Heads of the Organization and take some remedies owing to the failures.

6.0 Conclusion:

This Blue Diamond Delivery Model can be customized into any Project and helps to track the status of the Project for every workaday with the lucid planning.

Appendix:

This section consists of the additional details about the BDDM like Implementation methods of BDDM, Customization of BDDM, Case Scenarios, Deliverables Status Report History etc.

Implementation methods of BDDM:

BDDM can be implemented as follows:

1. The Delivery model should be neatly designed by knowing the number of working days for that particular month.

2. Prior to the number of working days, the work should be eventually distributed on all these days with the time frame of completion should be communicated to the Project members. The Time frame contains the color. (E.g., Let the Office hours be 9a.m. to 6 p.m. If the assigned tasks are completed by 6 p.m. leads the status to get marked as Blue. If it is completed by 7 p.m. leads to Green, and 9 p.m. would lead to Red and if not done then it would be marked as Black).
3. Once when the Project members agree with the Task Plan, then it can be put under practice.
4. The Status mail containing the explanation of attaining the color should be sent by the responsible person to the Manager at the end of each day.
5. The Project Manager (or the Head) would discuss about the status report in the sporadic Project meetings and the critical points would be discussed. Mostly, the Black and Red coloured parts may be considered as the most crucial parts and the meeting may help them to sort out the issues.

Customization of BDDM:

Customization of BDDM in the Development, Testing, Application Support Projects are discussed below:

BDDM for Development Project:

As most of the applications are developed from various modules, they need to be completed by setting some deadline. To reach the deadline, there should be an exponential progress on everyday. Therefore the status of the work should be tracked on daily basis as mentioned "Implementation methods of BDDM" section. The Failure or delay in the Development Project could be due to the Lack of Skilled Resources, Lack of Clarity over Business Requirements etc.,

BDDM for Testing Project:

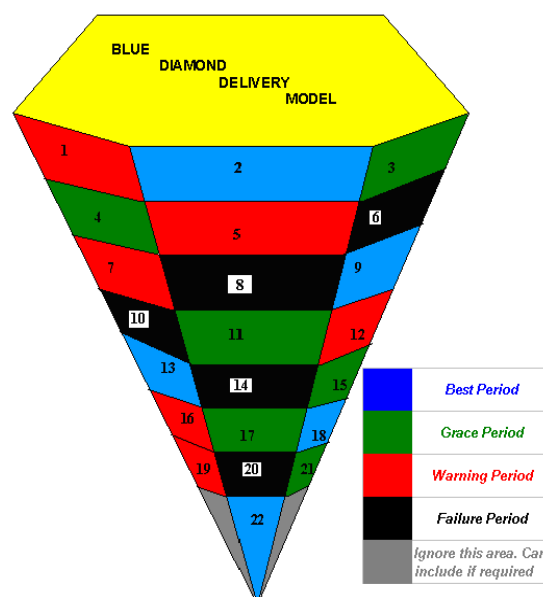
Testing for any complex or simpler application is done on various cycles. Test Case execution for that cycle depends on the daily productivity. Therefore the Test Cases need to be distributed across all the available Workdays so that it helps to reach the destination smoothly. For e.g., if there are 1000 Test Cases that need to be executed within 10 Workdays, then 100 Test cases have to be executed on every workday. The Status is generally tracked as mentioned in the "Implementation methods of BDDM" section. The Failure or delay of Test Case Execution in Testing Projects can be due to the Environment down time, Unavailability of Resources etc.,

BDDM for Application Support Project:

Application Support Projects (or Maintenance Projects) may encounter various issues or problems or even defects, which need to be rectified in a stipulated time. Here the issues would be resolved by setting the priority over them. Their status should be tracked based on the time frame set on these issues. The Failure or delay in resolving the issues would be due to the factors like Lack of Skills, Improper Code standards etc.,

Delivery Status Report:

The Delivery Status Report should contain the details discussed below and this sample delivery status report is based on the below mentioned picture.



As per the BDDM strategy, the model is designed for every month and to the assumption there are totally 22 workdays.

Sample Delivery Status Report:

Workday 1:

Delivery Status	Red
Status Description	Warning Period
Reason	Unavailability of Resources as few went in leave

Workday 2:

Delivery Status	Blue
Status Description	Best Period
Reason	1) Team Work 2) Good level of understanding over the Requirements

Workday 3:

Delivery Status	Green
Status Description	Grace Period
Reason	Communication Gap led to the delay in the inception of work

Workday 6:

Delivery Status	Black
Status Description	Failure Period
Reason	1) Lack of Skills. 2) Improper Time Management

Sample Delivery Status Report History:

Workday	Assigned Task	Delivery Status	Status Description	Reasons
Day 1	Task 1	Red	Warning Period	Unavailability of Resources
Day 2	Task 2	Blue	Best Period	1) Team Work 2) Good level of understanding over the Requirements
Day 3	Task 3	Green	Grace Period	Communication Gap led to the delay in the inception of work
Day 4	Task 4	Green	Grace Period	Spent more hours in Team meeting than the intended time
Day 5	Task 5	Red	Warning Period	Database connectivity Problem
Day 6	Task 6	Black	Failure Period	1) Lack of Skills. 2) Improper Time Management
Day 7	Task 7	Red	Warning Period	Lack of skills about the standards
Day 8	Task 8	Black	Failure Period	Too much of work
Day 9	Task 9	Blue	Best Period	Team Work
Day 10	Task 10	Black	Failure Period	Improper Work Planning
Day 11	Task 11	Green	Grace Period	Communication Gap led to the delay in the inception of work
Day 12	Task 12	Red	Warning Period	Improper Time Management
Day 13	Task 13	Blue	Best Period	Time Management
Day 14	Task 14	Black	Failure Period	Lack of Functional Skills
Day 15	Task 15	Green	Grace Period	Lack of Technical Skills
Day 16	Task 16	Red	Warning Period	Improper Time Management
Day 17	Task 17	Green	Grace Period	Communication Gap led to the delay in the inception of work
Day 18	Task 18	Blue	Best Period	Good level of understanding over the Requirements
Day 19	Task 19	Red	Warning Period	Database connectivity Problem
Day 20	Task 20	Black	Failure Period	1) Improper Time Management 2) Three Resources were in leave
Day 21	Task 21	Green	Grace Period	Database downtime led to the delay
Day 22	Task 22	Blue	Best Period	Time Management

Case Scenario:

Consider XYZ Project in ABC Corporation has started in any of its following phases say Development / Testing. The Project Manger would set a deadline for the completion of Development and Testing (with the supporting

processes) based on the Delivery date. Therefore the total number of workdays available from the inception to the Deadline set for the Completion of the work will be estimated and analysed with the work estimation. Based on the estimation, the Resource planning with the distribution of work on the available days. By implementing the BDDM from the first day of the work would help the Manager to know the status of the Planned Work Vs Completed Work. The Responsible Leads should notify the Project Manager by sending the ***Delivery Status Report*** on every workday. Similarly as the day progresses, the ***Delivery Status Report History*** should be updated about the Delivery Status on the workdays. The Project Meeting and Discussions would enable the Managers to provide the intended solutions for the problems occurred. For e.g., The Delivery Status Report History listed above contains the repeated reasons for the “**Failure Period**” (Black shaded portions) as Improper Time Management, Lack of Skills etc., and for the “**Warning Period**” (Red shaded portions) as Improper Time Management, Database connectivity Problem etc., These points would be discussed in the Project Meeting and the remedial solutions can be taken on these issues to overcome the existing Problems. The Project Manager performs the “Causal-Analysis” for the various issues and arrives at the solutions to overcome the failures or delays in the deliverables. Lack of Skills would be due to the dearth of experience or knowledge. So the remedial action may be to arrange for some Training sessions which would enforce the Technical or functional concepts. Likewise the reason of Improper Time management may be due to the improper utilization of time by the Resources. But if it persists frequently then may be due to the Improper planning of the Project Manager for the available resources. This issue can be sorted out by adding few more resources, provided if the budget for the Project admits or can include few more workdays in to account to complete the work of lower priority. Thus BDDM helps in trace out the factors influencing the deliverables with the every day status and helps the deliverables to get delivered on the intended delivery date.