Project Management Document Examples

In the second edition of Understanding Project Management, skilled expert Dave C. Barrett offers a well-updated, practical real-world guide for current and aspiring project managers. Using concise and approachable language, the second edition features new concept illustrations, a greater consistency with the Project Management Body of Knowledge terminology, and additional case studies in the updated instructor resources. Taking the reader through an ongoing case study from initiation to completion, the text reinforces the importance of managing key aspects of a project, including its scope, quality, schedule, and budget, and explores the less tangible challenges that can often derail a project or lead to its success. This newly updated edition offers authentic project management documents produced alongside the project case study and equips readers with a solid understanding of why specific processes are used, why certain decisions are made, and how pieces of project management fit together. Suitable for any discipline or industry, Understanding Project Management, Second Edition, promises to be an engaging and worthwhile read. FEATURES: - Additional key terms, illustrations, practical examples, and references to the Project Management Body of Knowledge, Sixth Edition - Readers follow an ongoing case study, gaining insight into the thought processes and resulting actions of a project manager, including the creation of project documents - Robust instructor resources include new case studies that can be used for in-class activities and case study extensions of additional situations and problems to discuss with students

Managing a software development project is a complex process. There are lots of deliverables to produce, standards and procedures to observe, plans and budgets to meet, and different people to manage. Project management doesn't just start and end with designing and building the system. Once you've specified, designed and built (or bought) the system it still needs to be properly tested, documented and settled into the live environment. This can seem like a maze to the inexperienced project manager, or even to the experienced project manager unused to a particular environment. A Hacker's Guide to Project Management acts as a guide through this maze. It's aimed specifically at those managing a project or leading a team for the first time, but it will also help more experienced managers who are either new to software development, or dealing with a new part of the software life-cycle. This book: describes the process of software development, how projects can fail and how to avoid those failures outlines the key skills of a good project manager, and provides practical advice on how to gain and deploy those skills takes the reader step-by-step through the main stages of the project, explaining what must be done, and what must be avoided at each stage suggests what to do if things start to go wrong! The book will also be useful to designers and architects, describing important design techniques, and discussing the important discipline of Software Architecture. This new edition: has been fully revised and updated to reflect current best practices in software development includes a range of different life-cycle models and new design techniques now uses the Unified Modelling Language throughout Fully revised and updated to reflect developments in the field Modified structure to represent the iterative and incremental development methods which are now more common than the past 'waterfall' approaches New content added that describes and advises on the major advances in software engineering in the last 8 years

Are projects a problem for you? Do your projects cost too much, take too long, or are just not quite right? If so, Project Management Simplified: A Step-by-Step Process is the book for you. It applies well-defined processes for managing projects to managing change in our lives. It describes an approach modeled on a process used successfully in busi

This integrated dictionary includes almost 2,000 terms in both project management and system engineering and software engineering by extension defined in a way that seamlessly integrates these overlapping and intertwined fields. Supported by illustrations and explanations that offer a practical context for the terminology, this one-of-a-kind resource bridges the gap between the separate vocabularies of these intersecting disciplines. Far more than a dictionary, this book includes reference sections that address the special problems of and techniques for communicating in the project environment.

A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Seventh Edition and The Standard for Project Management (RUSSIAN)

Approaches and Templates to Help You Manage with Limited Resources

A Guide to the Project Management Body of Knowledge (PMBOK® Guide)–Sixth Edition

Project Management Communication Tools

Essential Project Management Skills

FCS Project Management L3

PMBOK&® Guide is the go-to resource for project management practitioners. The project management profession has significantly evolved due to emerging technology, new approaches and rapid market changes. Reflecting this evolution, The Standard for Project Management enumerates 12 principles of project management and the PMBOK&® Guide &– Seventh Edition is structured around eight project performance domains.This edition is designed to address practitioners' current and future needs and to help them be more proactive, innovative and nimble in enabling desired project outcomes.This edition of the PMBOK&® Guide:•Reflects the full range of development approaches (predictive, adaptive, hybrid, etc.);•Provides an entire section devoted to tailoring the development approach and processes;•Includes an expanded list of models, methods, and artifacts;•Focuses on not just delivering project outputs but also enabling outcomes; and• Integrates with PMIstandards+™ for information and standards application content based on project type, development approach, and industry sector.

The U.S. Department of Energy has been at the center of many of the greatest achievements in science and engineering in this century. DOE spends billions of dollars funding projects - and plans to keep on spending at this rate. But, documentation shows that DOE's construction and environmental remediation projects take much longer and cost 50% more than comparable projects undertaken by other federal agencies, calling into question DOE's procedures and project management. What are the root causes for these problems?

Essential project management forms aligned to the PMBOK® Guide—Sixth Edition A Project Manager's Book of Forms is an essential companion to the Project Management Institute's A Guide to the Project Management Body of Knowledge. Packed with ready-made forms for managing every stage in any project, this book offers both new and experienced project managers an invaluable resource for thorough documentation and repeatable processes. Endorsed by PMI and aligned with the PMBOK® Guide, these forms cover all aspects of initiating, planning, executing, monitoring and controlling, and closing; each form can be used as-is directly from the book, or downloaded from the companion website and tailored to your project's unique needs. This new third edition has been updated to align with the newest PMBOK® Guide, and includes forms for agile, the PMI Talent Triangle, technical project management, leadership, strategic and business management, and more. The PMBOK® Guide is the primary reference for project management, and the final authority on best practices—but implementation can quickly become complex for new managers on large projects, or even experienced managers juggling multiple projects with multiple demands. This book helps you stay organized and on-track, helping you ensure thorough documentation throughout the project life cycle. Adopt PMI-endorsed forms for documenting every process group Customize each form to suit each project's specific needs Organize project data and implement a repeatable management process Streamline PMBOK® Guide implementation at any level of project management experience Instead of wasting time interpreting and translating the PMBOK® Guide to real-world application, allow PMI to do the work for you: A Project Manager's Book of Forms provides the PMBOK®-aligned forms you need to quickly and easily implement project management concepts and practices.

A comprehensive book on project management, covering all principles and methods with fully worked examples, this book includes both hard and soft skills for the engineering, manufacturing and construction industries. Ideal for engineering project managers considering obtaining a Project Management Professional (PMP) qualification, this book covers in theory and practice, the complete body of knowledge for both the Project Management Institute (PMI) and the Association of Project Management (APM). Fully aligned with the latest 2005 updates to the exam syllabi, complete with online sample Q&A, and updated to include the latest revision of BS 6079 (British Standards Institute Guide to Project Management in the Construction Industry), this book is a complete and valuable reference for anyone serious about project management. â€¢The complete body of knowledge for project management professionals in the engineering, manufacturing and construction sectors â€¢Covers all hard and soft topics in both theory and practice for the newly revised PMP and APMP qualification exams, along with the latest revision of BS 6079 standard on project management in the construction industry â€¢Written by a qualified PMP exam accreditor and accompanied by online Q&A resources for self-testing

Project Management Simplified

A Guide for Selling and Delivering Professional Services

Communication, Collaboration and Management Across Borders

Information Technology Project Management

How to be twice as productive and still leave the office early

Strategic Project Management Transformation

This book presents the fundamentals of project management in simple language and an easy-to-understand format. It is targeted principally at those who are learning or desiring to learn project management as well as those who are already taking project management as a course of study or as a profession. It covers all the basic aspects of project management including the core areas prescribed by the Project Management Institute (PMI) in the Project Management Body of Knowledge (PMBOK) sixth edition. Although the PMBOK Guide seventh edition has significantly shifted focus from a process based standard to a principle based standard, it does not invalidate nor replace the detailed knowledge base contained in the sixth edition, which substantially emphasizes project management processes and knowledge areas. This is particularly apt for the traditional approach to project delivery, which is predictive in nature and has the bulk of the planning done upfront. The sections of the book are arranged in order of Project Management Processes as they fall within the respective Project Management Knowledge Areas. Experienced project manager, Davies Igberaese, presents all the basic content of traditional project management in a straightforward practical sequence as a typical project manager would go about the processes of initiating, planning, executing, monitoring, and closing a project without losing sight of the iterative nature of project management. The inclusion of Project Management Templates gives students and other users of the book the confidence required to effectively understand the basics of managing a wide variety of projects across disciplines including construction, building, industrial engineering, petroleum engineering, software engineering, information technology, business administration, and event management. Introduction to Project Management: A Source Book for Traditional PM Basics can serve as a core textbook for academic courses in project management, for preparing for PMP and CAPM Certification exams, as an excellent resource for new project managers, as well as a handy reference book for project sponsors.

In today's challenging commercial environment, many business projects are now categorized as strategic investment with the primary concern being value impact on an organization's bottom line. This title equips project managers with the skills necessary to effectively manage projects as strategic investments.

"If you are a project manager looking for a technology-based, easily implemented, and usable solution for project communications, document management, and general project organization, this book is for you!"-Susan Weese, PgMP, President and Founder, Rhyming Planet Most companies don't understand SharePoint's power, and use it simply to share documents or spreadsheets. This hands-on book demonstrates how SharePoint can also help you organize and manage complex projects. With SharePoint for Project Management, you'll not only understand how to apply common and practical project management concepts in SharePoint, you'll learn how to build a Project Management Information System (PMIS), customized to your project, that can efficiently coordinate communication and collaboration among team members. With this book, you will: Learn to apply key project management techniques by leveraging SharePoint as a PMIS Track a case study that illustrates the circumstances and processes of an effective SharePoint PMIS Appropriately define access permissions for project stakeholders and team members Centralize project documents and keep track of document history with version control Automate project reporting mechanisms and generate on-demand status reports Track project schedules, control changes, and manage project risks Integrate project management tools such as Excel, Microsoft Project, PowerPoint, and Outlook Each chapter includes activities that let you practice what you learn. Most SharePoint books are either too introductory (for end users), or too technical (for system administrators). SharePoint for Project Management is just what project managers like you need to learn how to harness the organizational abilities of this powerful software.

Introduction to IT Project Management provides IT project managers the practical tools needed to maintain daily operations while managing multiple projects. This valuable reference helps IT project managers, CIOs, and project sponsors understand the IT project environment so that projects can be managed much more efficiently and successfully. An instructor's guide is available.

A Source Book for Traditional PM Basics

Guidance for Cost Estimation and Management for Highway Projects During Planning, Programming, and Preconstruction

Process-Based Software Project Management

Project Management for Successful Product Innovation

Best Practices for Environmental Project Teams

Project Management ToolBox

For trainers free additional material of this book is available. This can be found under the "Training Material" tab. Log in with your trainer account to access the material. This revised edition is the first text book In English specially developed for training for IPMA-D and IPMA-C exams. In this 3rd edition, the text has been restructured to better align the content with the order of the competence elements in the ICB version 3, divided into Technical competences, Behavioral competences and Contextual competences. For this reason it has been improved as a study book for everyone studying for the IPMA-D and IPMA-C exams. Besides that it is a extremely rich source book for those project managers that have committed themselves to a lifelong professional development. In addition, the book had to be applicable to groups of project managers originating from diverse cultures. For this reason, this is not a book that tells how a Westerner must behave in an Arab or an Asian country, but one that looks at the different subjects covered in the ICB, as seen from diverse cultural standpoints. Each chapter is based on the same structure: Definitions, Introduction, Process Steps, Process steps, Special topics. Text boxes, additional to the main text, give additional explanation to the main text. An elaborate Index of terms allows that this book can be used as the information source to all aspects of project management.

The Lazy Project Manager shows how adopting a more focused approach to life, projects and work can make us twice as productive. By concentrating project management to exercise effort where it really matters we will work smarter. The simple techniques of lazy project management can help us to work more effectively and improve our work-life balance.

Effective Project Management in easy steps will show you how to make sure your project is successful. It focuses on the key skills a manager needs to develop for a smooth running project, and a timely arrival at the finishing line. It includes examples for most key documents such as the terms of reference, business case and project plan. It addresses team building and good communications. It covers the typical project stages with helpful lists of applicable tasks and deliverables, which effectively provides a blueprint for planning an entire project. This up-to-date primer covers all key trends in project management including a chapter on Agile Project Management. If you're a first time project manager, let this book take you through the essential project stages in easy steps, and take note of the applicable tasks and deliverables. If you're an experienced project manager, this book provides a valuable source of inspiration for making projects run smoothly and satisfactorily. Covering risk-management together with insights on how to plan, lead, organize and control a project - simply a fountain of knowledge!

The PMBOK® Guide–Sixth Edition – PMI's flagship publication has been updated to reflect the latest good practices in project management. New to the Sixth Edition, each knowledge area will contain a section entitled Approaches for Agile, Iterative and Adaptive Environments, describing how these practices integrate in project settings. It will also contain more emphasis on strategic and business knowledge—including discussion of project management business documents—and information on the PMI Talent Triangle™ and the essential skills for success in today's market. PLEASE NOTE: Some images in this book may be blurry, but the text provides the supporting description. This title is best viewed on devices with a larger screen area.

Better Practices of Project Management Based on IPMA competences - 4th revised edition

The Practical Guide to Project Management Documentation Custom Update Edition with Project 2007 w/CD Set

A Step-by-Step Process

Project Management For Dummies

Introduction to IT Project Management

A Project Manager's Book of Forms

Not connecting software project management (SPM) to actual, real-world development processes can lead to a complete divorcing of SPM to software engineering that can undermine any successful software project. By explaining how a layered process architectural model improves operational efficiency, Process-Based Software Project Management out

Ongoing research shows that whilst 90 per cent of large companies are conducting global projects to take advantage of distributed skills, around-the-clock operations and virtual team environments, less than one third of them have effective, established practices to help project managers and team members working over a distance. As a consequence, most organisations struggle to reach the required levels of quality and effectiveness from these projects because their methods and practices are not adapted to a global multi-cultural environment, where most communication is in writing and asynchronous. Global Project Management describes how to adapt your organisation and your projects to thrive in this environment. The book goes beyond the recommendations on collaborative tools, to suggest the development of best practices on cross-cultural team management and global communication, recommend organisational changes and project structures, and propose alternatives for the implementation of the new practices and methods. The text is filled with real-life examples and techniques and illustrates how to apply the recommendations as part of the successful management of any global project.

Practical Project Management for Agile Nonprofits introduces nonprofit managers to the basic concepts of project management and provides dozens of templates to help you quickly implement practices to effectively manage your limited resources, financial and volunteer. The book emphasizes using appropriate project management practices, those that are not burdensome but rather agile in their approach. In keeping with this theme, the book explores how you can use social media to assist in the management of time-sensitive projects. You will learn how to apply just enough project management to: Be an active leader and a superior project manager; Respond with agility to change and the unexpected; Focus efforts on what truly matters; Recruit and engage a new generation of volunteers; Build a framework that ensures project success; Keep all stakeholders involved with the project satisfied. The book also addresses nonprofit governance and shows you how project portfolio management can be used to assist in communicating with boards of directors and other governing entities when crucial resource decisions need to be made. Finally, real-world case studies on project planning, portfolio management, and volunteer-managed projects will show you how others have achieved project

Guide your project to success from initial idea to final delivery In today's time-pressured, cost-conscious global business environment, tight project deadlines and high expectations are the norm. Projects are now the standard way of implementing change, and project management has become a vital skill for successful business professionals. Project Management For Dummies shows you how to succeed by focusing on what you need to deliver and then how to plan and control the project in order to deliver it. You will learn how to plan, keep the project on track, manage teams and control risk. You'll even get some tips on software - including free stuff - that will make things easier for you. Who, What, and Why - understand the expectations of your project Laying the foundations - learn to build your plans with a sturdy structure from start to finish The selection process - see how to get the very best from your teams Get in the driving seat - learn to take control and steer your project to success Open the book and find: Clear and simple explanation of powerful planning techniques Ways to track progress and stay in control How to identify and then control risk to protect your project Why understanding your project's stakeholders is key How to use technology to up your game Tips for writing a clear and convincing business case Advice on being an effective leader Techniques to help you work effectively with teams and specialists Learn to: Motivate your teams to perform to their full potential Plan, execute and deliver your projects with confidence Stay in control to deliver on time, within budget and to the right quality

A Hacker's Guide to Project Management

Hearings Before the Committee on Armed Services, United States Senate, One Hundred Seventh Congress, Second Session on S. 1416 ....

PRINCE2 Study Guide

Project Management A-Z: A Compendium of Project Management Techniques and How to Use Them

Project Management JumpStart

Provides step-by-step instructions on using Microsoft Excel to schedule jobs, create budgets, manage processes, and share project information.

This practical handbook offers a comprehensive guide to efficient project management. It pursues a broad, well-structured approach, suitable for most projects, and allows newcomers, experienced project managers and decision-makers to find valuable input that matches their specific needs. The Project Management Compass guides readers through various sections of the book; templates and checklists offer additional support. The handbook's innovative structure combines concepts from systems engineering, management psychology, and process dynamics. This international edition will allow to share the authors' experience gained in many years of project work and over 2,000 project management and leadership seminars conducted for BWI Management Education in Zurich, Switzerland. This is an excellent handbook for practical project management in today's world. Prof. Dr. Heinz Schelle, Honorary Chairman of the GPM (German Project Management Association)The authors' many years in practical experience in setting up, implementing and managing projects shines through in this book. The book also reflects the current trend towards increased social competence. I am therefore pleased to recommend this book as a basis for certification in project management. Dr. Hans Knöpfel, Honorary President of the SPM (Swiss Project Management Association)

Selling and delivering a project to a satisfied client, and making a profit, is a complex task. Project manager and author Robin Hornby believes this has been neglected by current standards and is poorly understood by professionals in the field. Commercial Project Management aims to rectify this deficiency. As a unique 'how-to' guide for project and business managers, it offers practical guidance, and a wealth of explanatory illustrations, useful techniques, proven checklists, real life examples, and case stories. It will give project managers a needed confidence boost and a head start in their demanding role as they go 'on contract'. At the heart of Robin's approach is a vendor sales and delivery lifecycle that provides a framework for business control of projects. Unique elements include the integration of buyer and vendor project lifecycles, the recasting of project management as a cyclic set of functions to lead the work of the project, and the elevation of risk assessment from a project toolkit to a fundamental control process. Beyond project management, the book proposes a comprehensive template for the firm whose business is delivering projects. This is a how-to book for project and business managers working in a commercial environment looking for practical guidance on conducting their projects and organizing their firm.

This title was first published in 2003. What does project authorization involve and how should you seek it? What is earned value and how are the calculations made? How do you select the appropriate method for handing over a project and what are the pitfalls associated with the options you can choose from? "The Project Management A-Z" provides you with the answer to these questions and more in an A-Z coverage of 80 project management techniques. Each one includes an explanation of the technique, how, when and why you would use it. There are sample forms, checklists of key questions to ask yourself and others, cross-references to the other techniques within the manual, in fact everything to ensure that you: understand the technique and the context in which it is used; identify whether or not it will work for you; and are able to apply it appropriately and effectively. If you are just starting a project or deeply engrossed in one, the opportunity to discuss alternative approaches, or explore the problems and opportunities that the project may throw up is particularly valuable. Sometimes you may have access to a project mentor or coach who can advise you. The Project Management A-Z helps fill that role, challenging your perception and helping build your confidence in the quality of the processes you are using and the decisions you are making. Successful projects are built on the skills of the project manager, the quality of the basic foundations that are laid, and sensitive but assertive management of processes and resources. This title should prove a useful reference to the main techniques for all of these key elements.

Department of Defense Authorization for Appropriations for Fiscal Year 2002

SharePoint for Project Management

Communicating Project Management

Effective Project Management in easy steps, 2nd edition

2017 Update

Practical Project Management for Agile Nonprofits

This comprehensive book provides a complete guide to managing projects involving the development of new products. It aims to give the practising project manager an insight into the many processes that are involved in handling one of the most complex of industrial activities. The book is arranged in a logical sequence covering the development of project management, project management structures, aspects of planning, monitoring and control, economics and value management, design management, intellectual property issues and production start-up. Particular emphasis has been given to risk management which is recognized as both a difficult subject and also one of growing importance to today's project manager, especially in product innovation. A complete explanation is given of the latest and most relevant techniques together with guidance as to where and how they should be applied. Where software tools are available these are named and, in some cases, brief descriptions are included; in all cases contact details of the vendors are provided.

An informative introduction for those considering a career in project management Project Management JumpStart offers a clear, practical introduction to the complex world of project management, with an entertaining approach based on real-world application. Fully revised to align with a Guide to the Project Management Body of Knowledge –PMBOK Guide©, 6th edition, this book provides an overview of the field followed by an exploration of current best practices. The practical focus facilitates retention by directly linking critical concepts to your everyday work, while the close adherence to PMBOK guidelines makes this book the perfect starting point for those considering certification to earn either PMP or CompTIA Project+ credentials. Project management is a top-five, in-demand skill in today's workplace, and the demand has spread far beyond IT to encompass nearly every industry; any organization that produces goods or services, whether for profit or not, has a vested interest in ensuring that projects are completed on time, on budget, and to the satisfaction of the client—this is the heart of the project management function. Let Kim Heldman, bestselling author of PMP Study Guide and CompTIA Project+ Study Guide, walk you through the basic principles and practices to help you build a strong foundation for further training. Understand current project management methods and practices Explore project management from a practical perspective Delve into illustrative examples that clarify complex issues Test your understanding with challenging study questions Trillions of dollars are invested in various projects around the world each year, and companies have learned that investing in qualified project management professionals pays off in every aspect of the operation. If you're considering a career in project management, Project Management JumpStart provides an excellent introduction to the field and clear direction for your next steps.

Project Management Communication Tools is the authoritative reference on one of the most important aspects of managing projects--project communications. Written with the project manager, stakeholder, and project team in mind, this resource provides the best practices, tips, tricks, and tools for successful project communications. This book covers: Communication Tools across all PMI Knowledge Areas and Processes Social Media and Project Management Agile Communication Tools Project Management Business IntelligenceUnderstand the right communication tools for each stage of a projectPMP Prep Questions (Communications questions only) Face to face communication Communication on virtual projects Preventing common communication problems And much more.

Project Management The one-stop resource for project management documentation and templates for all projects The success of any project is crucially dependent on the documents produced for it. The Practical Guide to Project Management Documentation provides a complete and reliable source of explanations and examples for every possible project-related document-from the proposal, business case, and project plan, to the status report and final post-project review. The Practical Guide to Project Management Documentation is packed with material that slashes the time and effort expended on producing new documents from scratch. Following the processes in the Project Management Institute's PMBOK® Guide, this one-stop, full-service book also offers tips and techniques for working with documents in each project process. Documentation for several project/client scenarios is addressed, including internal and externally contracted projects. A single project-the construction of a water theme park-is used as the case study for all the document examples. An included CD-ROM provides all the documents from the book as Microsoft Word(r) files. Readers can use these as a framework to develop their own project documents. The Practical Guide to Project Management Documentation is an unmatched reference for the numerous documents essential to project managers in all industries. (PMBOK is a registered mark of the Project Management Institute, Inc.)

The Practical Guide to Project Management Documentation

Project Management, Planning and Control

Microsoft Office Excel 2007 for Project Managers

Better Practices of Project Management Based on IPMA competences - 3rd revised edition

A Companion to the PMBOK Guide

Project Management Handbook

Improve your project management skills and accomplish more in no time at all In these days when projects seem to be bigger and more challenging than ever before, you need to make sure tasks stay on track, meet the budget, and keep everyone in the loop. Enter Project Management For Dummies. This friendly guide starts with the basics of project management and walks you through the different aspects of leading a project to a successful finish. After you've navigated your way through a couple of projects, you'll have the confidence to tackle even bigger (and more important) projects! In addition to explaining how to manage projects in a remote work environment, the book offers advice on identifying the right delivery approach, using social media in project management, and deploying agile project management. You'll also discover: What's new in project management tools and platforms so you can choose the best application for your team How to perfect your project management business document with an emphasis on strategy and business knowledge Details on the shift from process-based approaches to more holistic, principle-based strategies focused on project outcomes Examples of how to turn the strategies into smooth-flowing processes Best practices and suggestions for dealing with difficult or unexpected situations If you're planning to enroll in a project management course or take the Project Management Professionals Certification exam, Project Management For Dummies is the go-to resource to help you prepare. And if you simply want to improve your outcomes, this handy reference will have you and your team completing project goals like ninjas!

Everything you need to pass the PRINCE2 with flying colors The PRINCE2 Study Guide, Second Edition, offers comprehensive preparation for the latest PRINCE2 exam. Covering 100 percent of the exam objectives, this guide provides invaluable guidance that will help you master both the material and its applications; indeed, a practice-centered approach helps you "learn by doing" to help you internalize PRINCE2 concepts on a deeper level. Although the exam is heavily focused on detailed business process, this guide's accessible writing and real-world approach make learning fun. Each chapter poses a common project challenge, and walks you through the solution based on essential PRINCE2 principles. A year of FREE access to electronic study aids allows you to study anywhere, at any time, and expert instruction throughout breaks complex topics down into easily-digestible concepts. The PRINCE2 exam is challenging, but thorough preparation is your best defense. Conceptual knowledge is important, but it isn't enough—knowledge is only useful if you can apply it. This book is designed as your personal PRINCE2 coach: Master 100 percent of the PRINCE2 exam objectives Apply your knowledge to real-world workplace scenarios Test your understanding with challenging review questions Access sample questions, electronic flashcards, and other study aids PRINCE2 is globally recognized as one of the premier project management credentials; while less expansive than the PMP, the PRINCE2 is more intense and tightly focused on detailed business processes. Companies around the world are in need of qualified project management professionals to optimize processes and boost organizational performance—and the PRINCE2 certification puts you on the map as a validated professional. If you're ready to take on your next challenge, the PRINCE2 Study Guide, Second Edition, is your ultimate companion for complete preparation.

The Practical Guide to Project Management DocumentationJohn Wiley & Sons

Boost your performance with improved project management tactics Project Management ToolBox: Tools and Techniques for the Practicing Project Manager, Second Edition offers a succinct explanation of when, where, and how to use project management resources to enhance your work. With updated content that reflects key advances in the project management field, including planning, implementation, control, cost, and scheduling, this revised text offers added material that covers relevant topics, such as agility, change management, governance, reporting, and risk management. This comprehensive resource provides a contemporary set of tools, explaining each tool's purpose and intention, development, customization and variations, and benefits and disadvantages. Additionally, examples, tips, and milestone checks guide you through the application of these tools, helping you practically apply the information you learn. Effective project management can support a company in increasing market share, improving the quality of products, and enhancing customer service. With so many aspects of project management changing as the business world continues to evolve, it is critical that you stay up to date on the latest topics in this field. Explore emerging topics within the world of project management, keeping up to date on the latest, most relevant subject areas Leverage templates, exercises, and PowerPoint presentations to enhance your project management skills Discuss tips, reporting, implementation, documentation, and other essentials of the project management field Consider how project management fits into various industries, including technology, construction, healthcare, and product development Project Management ToolBox: Tools and Techniques for the Practicing Project Manager, Second Edition is an essential resource for experienced project managers and project management students alike.

Delivering Maximum ROI & Sustainable Business Value

Commercial Project Management

The Lazy Project Manager

Global Project Management

How to Create a Project Management Information System (PMIS) with SharePoint

The Integrated Vocabulary of Project Management and Systems Engineering

Readers discover exciting opportunities and challenges in technology today with Schwalbe's INFORMATION TECHNOLOGY PROJECT MANAGEMENT, 8E. This unique book demonstrates principles distinctive to managing information technology (IT). No book offers more insights and tools for IT project management success, including updates that reflect the latest PMBOK Guide. This edition weaves theory with successful practices for an integrated focus on the concepts, tools, and techniques that are most effective today. This is the only text to apply all 10 project management knowledge areas to IT projects. Readers master skills in project integration, scope, time, cost, quality, human resource, communications, risk, procurement, and stakeholder management as well as all five process groups -- initiating, planning, executing, monitoring and controlling, and closing. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

This is the revised edition of the first text book in English specially developed for training for IPMA-D and IPMA-C exams, now based on Version 4 of the ICB.In this 4th edition, the text has been restructured and extended to align with the structure and scope of the competence elements in the ICB version 4, divided into Practice competences, People competences and Perspective competences. Therefore, this book will be essential guidance and study book for everyone studying for the IPMA-D, IPMA-C and IPMA-B exams. Besides that, it is an extremely rich source book for those project managers that have committed themselves to a lifelong professional development.In addition, the book had to be applicable to groups of project managers originating from diverse cultures. For this reason, this is not a book that tells how a Westerner must behave in an Arab or an Asian country, but one that looks at the different subjects covered in the ICB, as seen from diverse cultural standpoints.Each chapter is based on the same structure: Key concepts, Introduction, Actions that lead to competence development, Self-assessment, Special topics, Assignments. Text boxes, additional to the main text, give additional explanation to the main text. An elaborate Index of terms allows that this book can be used as a highly up-to-date information source to all aspects of project management.Next to that all, a web-site is available with videos, discussion fora on specific topics, and the opportunity to discuss with the author.

"Best Practices for Environmental Project Teams" provides project managers and their teams, government managers, and regulatory agencies with practical guidelines for continuously improving performance. Project managers and team members can pick from a variety of chapter topics, stated as Actions, to address existing skill gaps with practical tools and guidelines.

In today's business world, project managers not only have to be diligent in project planning and execution, but also need to have skills in persuasion, communication, and relationship management. Reflecting the changing landscape of projects today, Essential Project Management Skills empowers project managers to master the skills necessary to

Understanding Project Management, Second Edition

Project Management for Dummies

Managing Engineering, Construction and Manufacturing Projects to PMI, APM and BSI Standards

A Practical Guide

Introduction to Project Management

Improving Project Management in the Department of Energy