

Essentials of Project Management

Learn to do it right...



Learning Bites

- Defining Project Management
- Importance of Project Management
- Keys to successful Projects
- Project Management Knowledge Areas
- The role of the Project Manager



What is a Project?

- A project is a temporary endeavor undertaken to create a unique product, service, or result.* It implies:
 - a specific timeframe
 - a budget
 - unique specifications
 - working across organizational boundaries

Project Attributes

- A project:
 - Has a unique purpose.
 - Is temporary.
 - Is developed using progressive elaboration or in an iterative fashion.
 - Requires resources, often from various areas.
 - Should have a primary customer or sponsor.
 - The **project sponsor** usually provides the direction and funding for the project.
 - Involves uncertainty.

Why Projects Fail

- Project objectives are not aligned with organizational objectives
- Undefined or poorly defined scope
- Unrealistic expectations
- Lack of executive/top management sponsorship
- Lack of proper project management
- Inability to move beyond individual and personality conflicts
- Petty politics

Elements of Successful Projects

- Project Sponsorship at executive level
- Good project charter
- Strong project management
- The right mix of team players
- Good decision-making structure
- Good communication
- Team members are oriented toward common goals

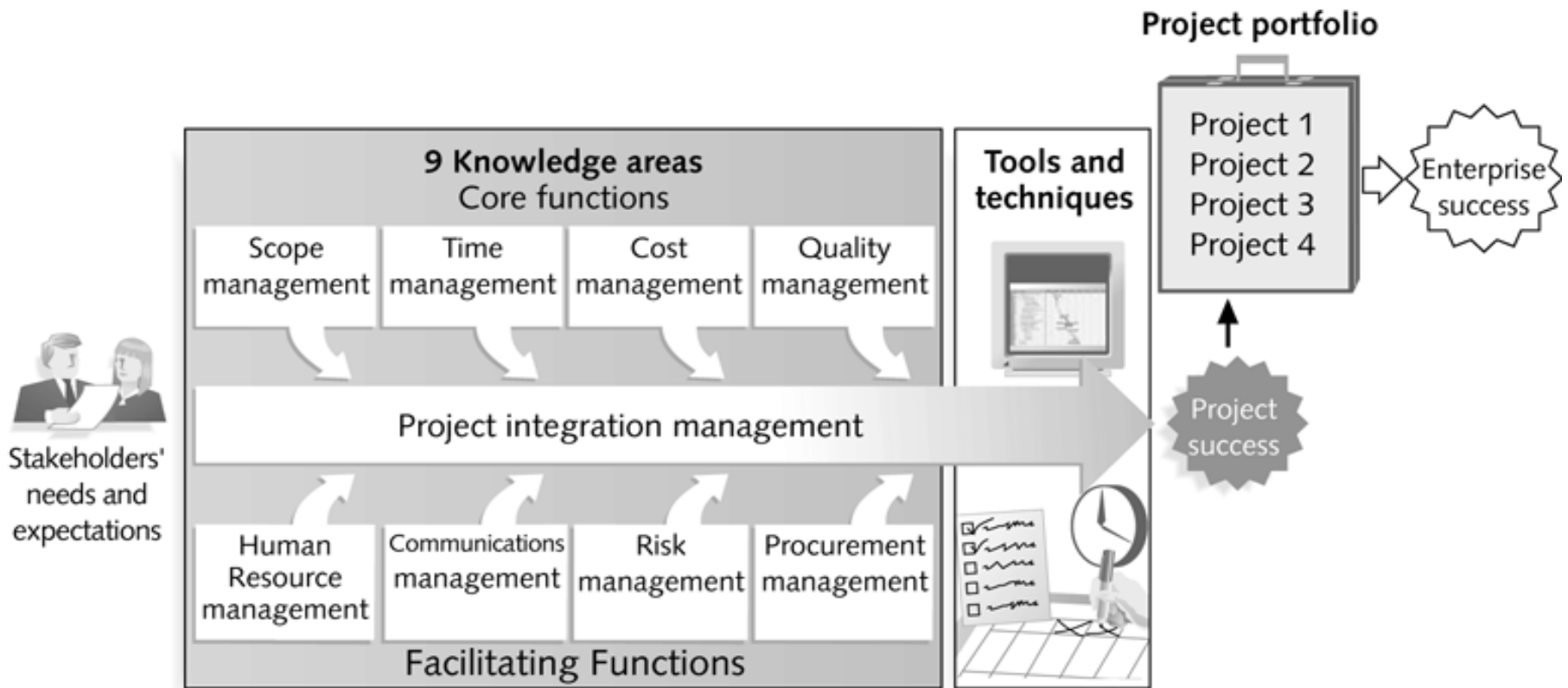
What is Project Management?

- **Project management** is “the application of knowledge, skills, tools and techniques to project activities to meet project requirements.”*

How Projects are Authorized

- A market demand
- An organizational need
- A customer request
- A technological advancement
- A legal requirement
- Others?

Nine Knowledge Areas



PM Core Knowledge Areas

- ***Project scope management*** involves defining and managing all the work required to complete the project successfully.
- ***Project time management*** includes estimating how long it will take to complete the work, developing an acceptable project schedule, and ensuring timely completion of the project.
- ***Project cost management*** consists of preparing and managing the budget for the project.
- ***Project quality management*** ensures that the project will satisfy the stated or implied needs for which it was undertaken.

PM Facilitating Knowledge Areas

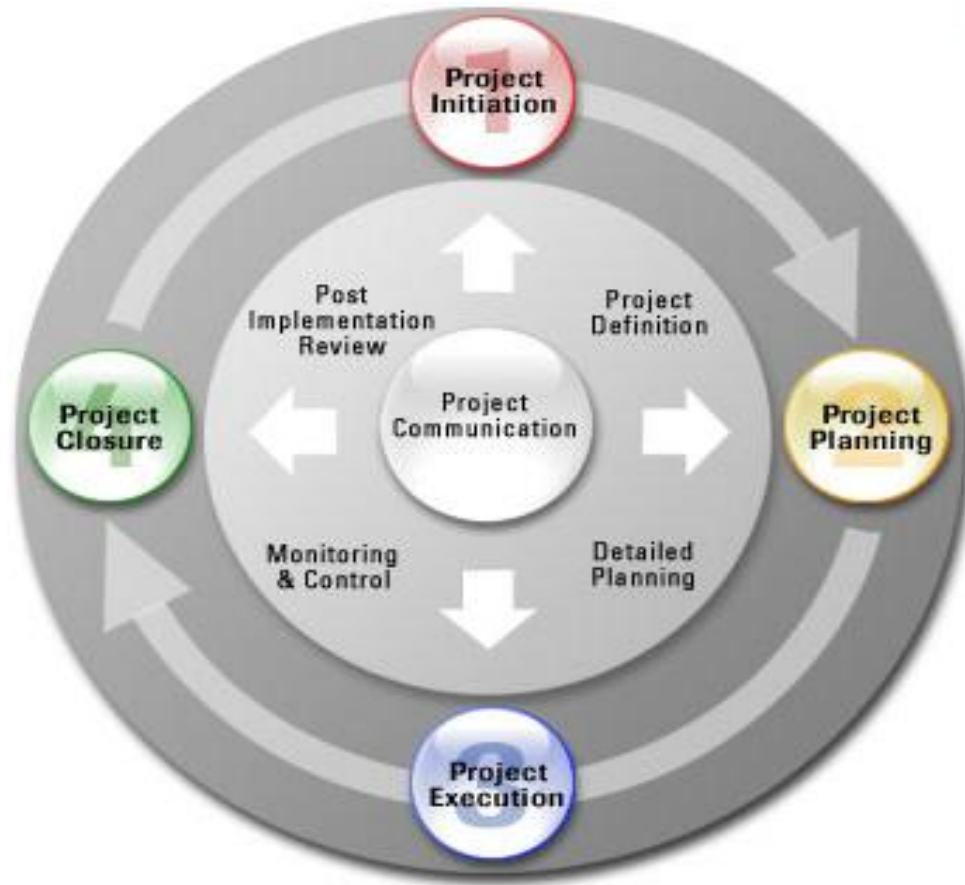
- ***Project human resource management*** is concerned with making effective use of the people involved with the project.
- ***Project communications management*** involves generating, collecting, disseminating, and storing project information.
- ***Project risk management*** includes identifying, analyzing, and responding to risks related to the project.
- ***Project procurement management*** involves acquiring or procuring goods and services for a project from outside the performing organization.

Five Process Groups

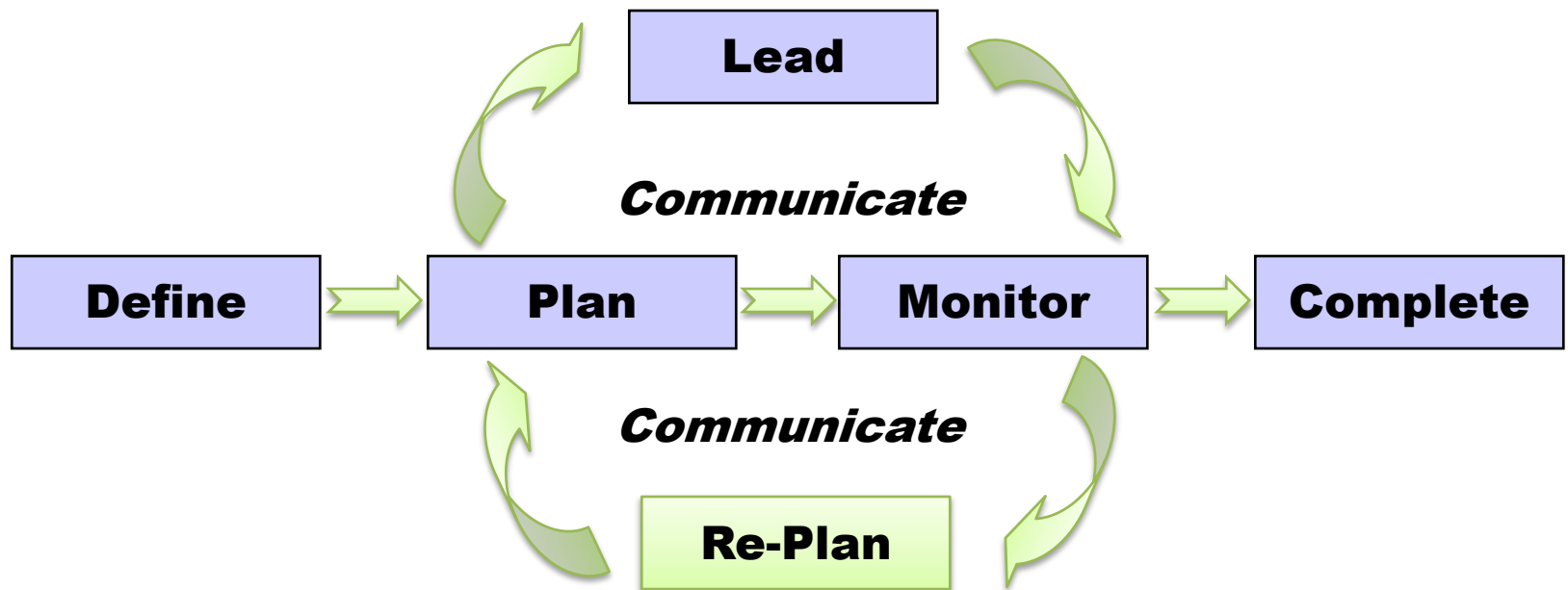
1. Initiating
2. Planning
3. Executing
4. Controlling / Monitoring
5. Closing



PROJECT LIFECYCLE



Project Manager's Role



Supervisor of many, manager to none.

Project Manager's Role

- A good project manager is crucial to a project's success. **Project managers** work with:
 - the project sponsors,
 - the project team, and
 - the other people involved in a project to meet project goals.

Project Manager's Role

The primary responsibility of the project manager is to ensure that all work is completed on time, within budget and scope, and at the correct performance level.



Project Success

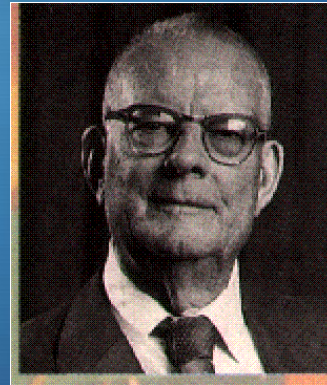
Different ways to define project success:

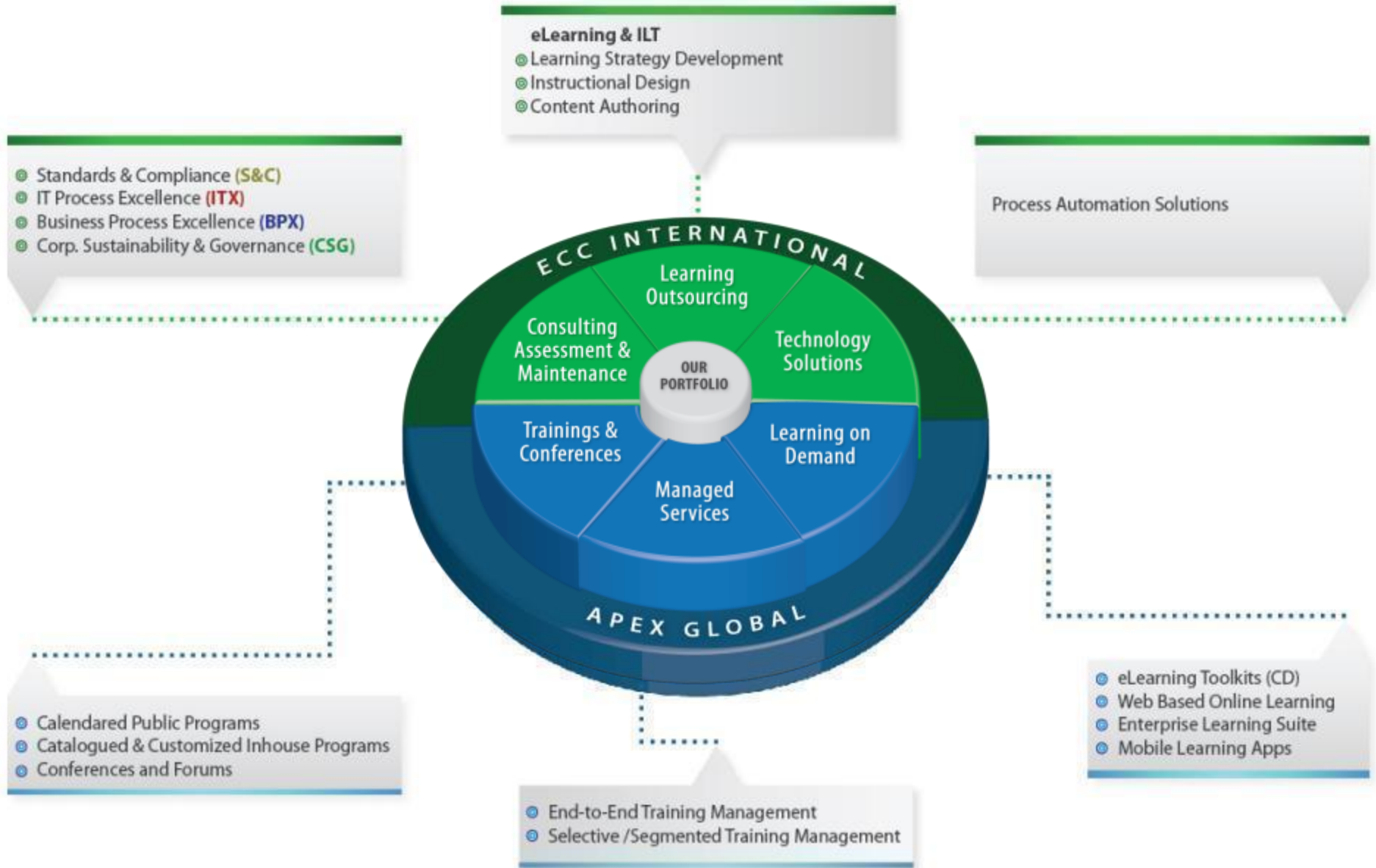
- The project **met** scope, time, and cost **goals**.
- The project **satisfied** the **customer/sponsor**.
- The project **produced the desired results**.



“If you do what you’ve always done, you’ll get what you always got!”

-W. Edwards Deming





Thank you very much!

**For more info
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