

Free Online Project Management Solution

The book discusses all the issues related to Project Management. Strategic considerations, recognition of the human factor and need for administrative set-up are interwoven in this book while developing the main theme of the financial side of project management. New in this Book 1. New chapters titled 'Infrastructure Projects and Project Financing' have been added 2. 'Economic and Social Cost Benefit' and 'Network Analysis and Execution Plan' have been enriched with additional material 3. Components of interest rates has been elaborated and the concepts of cost of capital and required rate of return built on it 4. More examples and real cases and enhanced diagrammatic explanation 5. Chapterization scheme has been revised in the line of phases of project life cycle 6. References, footnotes and web links have been added to give readers access to extra material for further reading Key Features 1. Strategy, human aspect, administrative issues and system approach have been integrated in a single thread without compromising on conceptual clarity and simplicity 2. Use of spreadsheet has been extensively explained in chapters where it is most applicable 3. A continuous case has been built around the theme of each chapter throughout the book

How to manage any project on just one piece of paper The New One-Page Project Manager demonstrates how to efficiently and effectively communicate essential elements of a project's status. The hands of a pocket watch reveal the time of day without following every spring, cog, and movement behind the face. Similarly, an OPPM template reduces any project—no matter how large or complicated—to a simple one-page document, perfect for communicating to upper management and other project stakeholders. Now in its Second Edition, this practical guide, currently saving time and effort in thousands of organizations worldwide, has itself been simplified, then refined and extended to include the innovative AgileOPPM. This Second Edition will include new material and updates including an introduction of the ground-breaking AgileOPPM and an overview of MyOPPM template builder, available on-line Includes references throughout the book to the affiliated sections in the Project Management Body of Knowledge (PMBOK®) Shows templates for the Project Management Office (PMO) This new and updated Second Edition will help you master the one-page approach to both traditional project management and Agile project management. (PMBOK is a registered marks of the Project Management Institute, Inc.)

This text teaches project managers everything they need to build a commercial web site from concept to launch. It teaches web managers how to organize and put together a team, develop goals, manage budgets and schedules and overcome pitfalls.

Explains how the new technology tools for social interaction are changing society, and how individuals and organizations with a social conscience can use them to do more good. Helps the user frame and answer the questions about a project, shows routes others have tried, and suggests additional alternatives.

InfoWorld is targeted to Senior IT professionals. Content is segmented into Channels and Topic Centers. InfoWorld also celebrates people, companies, and projects.

Offers a collection of essays on philosophies and strategies for defining, leading, and managing projects. This book explains to technical and non-technical readers alike what it takes to get through a large software or web development project. It does not cite specific methods, but focuses on philosophy and strategy.

ALLEN/GETTING THINGS DONE

Updated concepts and tools to set up project plans, schedule work, monitor progress-and consistently achieve desired project results. In today's time-based and cost-conscious global business environment, tight project deadlines and stringent expectations are the norm. This classic book provides businesspeople with an excellent introduction to project management, supplying sound, basic information (along with updated tools and techniques) to understand and master the complexities and nuances of project management. Clear and down-to-earth, this step-by-step guide explains how to effectively spearhead every stage of a project-from developing the goals and objectives to managing the project team-and make project management work in any company. This updated second edition includes: * New material on the Project Management Body of Knowledge (PMBOK) * Do's and don'ts of implementing scheduling software* Coverage of the PMP certification offered by the Project Management Institute* Updated information on developing problem statements and mission statements* Techniques for implementing today's project management technologies in any organization-in any industry.

Following the advice in this guide will not only help you get your project off on the right foot, but will also keep you and your team marching along to its successful conclusion. You'll learn how to put together the best team for the job, how to define your goals and motivate your teammates, how to monitor the teams progress and keep the project on track, and how to stay within budget and time constraints. The book also explains how to use charts and diagrams to detail and define various aspects of the project.

Finish Your Film! Tips and Tricks for Making an Animated Short in Maya is a first-of-its-kind book that walks the reader step-by-step through the actual production processes of creating a 3D Short film with Maya. Other books focus solely on the creative decisions of 3D Animation and broadly cover the multiple phases of animation production with no real applicable methods for readers to employ. This book shows you how to successfully manage the entire Maya animation pipeline. This book blends together valuable technical tips on film production and real-world shortcuts in a step-by-step approach to make sure you do not get lost. Follow along with author and director Kenny Roy as he creates a short film in front of your eyes using the exact same methods he shows you in the book. Armed with this book, you'll be able to charge forth into the challenge of creating a short film, confident that creativity will show up on screen instead of being stifled by the labyrinth that is a 3D animation pipeline.

These four volumes (CCIS 297, 298, 299, 300) constitute the proceedings of the 14th International Conference on Information Processing and Management of Uncertainty in Knowledge-Based Systems, IPMU 2012, held in Catania, Italy, in July 2012. The 258 revised full papers presented together with six invited talks were carefully reviewed and selected from numerous submissions. The papers are organized in topical sections on fuzzy machine learning and on-line modeling; computing with words and decision making; soft computing in computer vision; rough sets and complex data analysis: theory and applications; intelligent databases and information system; information fusion systems; philosophical and methodological aspects of soft computing; basic issues in rough sets; 40th anniversary of the

measures of fuzziness; SPS11 uncertainty in profiling systems and applications; handling uncertainty with copulas; formal methods to deal with uncertainty of many-valued events; linguistic summarization and description of data; fuzzy implications: theory and applications; sensing and data mining for teaching and learning; theory and applications of intuitionistic fuzzy sets; approximate aspects of data mining and database analytics; fuzzy numbers and their applications; information processing and management of uncertainty in knowledge-based systems; aggregation functions; imprecise probabilities; probabilistic graphical models with imprecision: theory and applications; belief function theory: basics and/or applications; fuzzy uncertainty in economics and business; new trends in De Finetti's approach; fuzzy measures and integrals; multicriteria decision making; uncertainty in privacy and security; uncertainty in the spirit of Pietro Benvenuti; cooperation; game theory; probabilistic approach.

Technology has revolutionized the field of translation, bringing drastic changes to the way translation is studied and done. To an average user, technology is simply about clicking buttons and storing data. What we need to do is to look beyond a system's interface to see what is at work and what should be done to make it work more efficiently. This book is both macroscopic and microscopic in approach: macroscopic as it adopts a holistic orientation when outlining the development of translation technology in the last forty years, organizing concepts in a coherent and logical way with a theoretical framework, and predicting what is to come in the years ahead; microscopic as it examines in detail the five stages of technology-oriented translation procedure and the strengths and weaknesses of the free and paid systems available to users. The Future of Translation Technology studies, among other issues: The Development of Translation Technology Major Concepts in Computer-aided Translation Functions in Computer-aided Translation Systems A Theoretical Framework for Computer-Aided Translation Studies The Future of Translation Technology This book is an essential read for scholars and researchers of translational studies and computational linguistics, and a guide to system users and professionals.

This book provides guidance to readers for how to conduct an integrative review. Over the decades, with the expansion of evidence-based practice (EBP), the evolution of methods used in reviews has resulted in a wide spectrum of review types. Due to the overlapping characteristics of the various review methods, confusion exists related to terminology, descriptions and methods of each type. To fill this gap, this book examines components necessary to conduct a rigorous integrative review from formulating questions through dissemination of the results of the review. Each chapter focuses on one component or step in this process and is written in a straightforward and readable manner. An integrative review is considered by many as an actual research study, hence it should be approached following established research methods involving well-defined steps. The integrative review is often compared with the systematic review. Both are used in

healthcare research and follow a systematic process in reviewing literature and developing recommendations, but there are important differences that are addressed in the book. Evidence-based practice (EBP) demands high quality, rigorous evidence for nurse clinicians to make informed decisions with and for their patients. In nursing education, the integrative review is a frequent capstone project for graduate students and forms the basis for many doctoral projects. The Integrative review process should be valid, reliable and transparent and this book provides clear guidelines for writing an integrative review for students, educators, clinicians, and researchers. This book is a useful addition to courses for both undergraduate and graduate level writers of integrative reviews. In academia, a likely adoption would be in graduate research and research methods courses, and baccalaureate honor courses.

Today's projects are more complex and challenging than ever, and project managers need all the help they can get to succeed amid shifting priorities, interruptions, inadequate funding, expectations of multiple stakeholders, and other obstacles. A practical on-the-job resource for project managers in any industry, this fully revised and updated edition of The Project Management Tool Kit is packed with results-oriented, practical tips on: Activity definition and delegation • Estimating and refining project schedules and risks • Resource planning and funding • Selecting and using project metrics • Documentation and project monitoring • Working with new teams and new technology • Handling inherited projects • Forecasting project completion • Special situations, contingencies, and project cancellations • Project cause-and-effect analysis • And much more Complete with checklists, examples, and clear graphics, The Project Management Tool Kit offers 100 practical, use-them-now strategies for mastering any project challenge.

Discover exciting behind-the-scenes opportunities and challenges in technology today with Schwalbe's unique INFORMATION TECHNOLOGY PROJECT MANAGEMENT, REVISED 7E. This one-of-a-kind book demonstrates the principles distinctive to managing information technology (IT) projects that extend well beyond standard project management requirements. No book offers more up-to-the minute insights and software tools for IT project management success, including updates that reflect the latest PMBOK Guide, 5th edition, the global standard for managing projects and earning certification. The book weaves today's theory with successful practices for an understandable, integrated presentation that focuses on the concepts, tools, and techniques that are most effective today. INFORMATION TECHNOLOGY PROJECT MANAGEMENT is the only book to apply all ten project management knowledge areas to IT projects. You 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. Intriguing examples from familiar companies featured in today's news, a new Agile case, opportunities with MindView software, and a new chapter on project stakeholder management further ensure you are

equipped to manage information technology projects with success. The REVISED Seventh Edition has updated Appendix A for Microsoft Project 2013. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Although software development is one of the most complex activities carried out by man, sound development processes and proper project management can help ensure your software projects are delivered on time and under budget. Providing the know-how to manage software projects effectively, Introduction to Software Project Management supplies an accessible introduction to software project management. The book begins with an overview of the fundamental techniques of project management and the technical aspects of software development. This section supplies the understanding of the techniques required to mitigate uncertainty in projects and better control the complexity of software development projects. The second part illustrates the technical activities of software development in a coherent process—describing how to customize this process to fit a wide range of software development scenarios. Examines project management frameworks and software development standards, including ESA and NASA guidelines, PRINCE2®, and PMBOK® Addresses open source development practices and tools so readers can adopt best practices and get started with tools that are available for free Explains how to tailor the development process to different kinds of products and formalities, including the development of web applications Includes access to additional material for both practitioners and teachers at www.spmbook.com Supplying an analysis of existing development and management frameworks, the book describes how to set up an open-source tool infrastructure to manage projects. Since practitioners must be able to mix traditional and agile techniques effectively, the book covers both and explains how to use traditional techniques for planning and developing software components alongside agile methodologies. It does so in a manner that will help you to foster freedom and creativity in assembling the processes that will best serve your needs.

Why another book on software project management? For some time, the fields of project management, computer science, and software development have been growing rapidly and concurrently. Effective support for the enterprise demands the merging of these efforts into a coordinated discipline, one that incorporates best practices from both systems development and project management life cycles. Robert K. Wysocki creates that discipline in this book--a ready reference for professionals and consultants as well as a textbook for students of computer information systems and project management. By their very nature, software projects defy a "one size fits all" approach. In these pages you will learn to apply best-practice principles while maintaining the flexibility that's essential for successful software development. Learn how to make the planning process fit the need * Understand how and why software development must be planned on a certainty-to-uncertainty continuum * Categorize your projects on a four-quadrant model * Learn when to use each of the five SDPM strategies--Linear, Incremental, Iterative, Adaptive,

and Extreme * Explore the benefits of each strategic model and what types of projects it supports best * Recognize the activities that go into the Scoping, Planning, Launching, Monitoring/Controlling, and Closing phases of each strategy * Apply this knowledge to the specific projects you manage * Get a clear picture of where you are and how to get where you want to go
This manual will covers Introductions, Getting Started With OpenProj, Project Management with OpenProj, Getting Started With Zoho Projects dan Project Management With Zoho Projects

Have you ever walked away from a conversation full of doubts and insecurities? Do you feel as if you've lost a little ground after every staff meeting? Most people are either too passive or too aggressive in their business lives, and they end up never getting the support, recognition, or respect that they desire. The business leaders and trainers from Dale Carnegie Training® have discovered that applying appropriate assertiveness to all interactions is the most effective approach to creating a successful career. The 5 Essential People Skills shows how to be a positively assertive, prosperous and inspired professional. Readers learn to: •Relate to the seven major personality types •Live up to their fullest potential while achieving personal success •Create a cutting-edge business environment that delivers innovation and results •Use Carnegie's powerhouse Five-Part template for articulate communications that grow business •Resolve any conflict or misunderstanding by applying a handful of proven principles Once readers know and can employ these powerful skills, they will be well on their way to a new level of professional and personal achievement.

Manufacturing and service industries have significantly improved their levels of productivity, quality, and profitability over the past 30 years, whereas in the construction industry similar levels of improvement have been impossible to achieve. Numerous reports have identified fragmentation of the industry's management structures and processes as the underlying cause of the waste and inefficiencies that keep costs high and margins low. Integrated Design and Construction is an integrated yet competitive form of procurement, design and project delivery based on the principle of purchasing any other high value warranted manufactured product. Such an approach would make the construction process more like other manufacturing industries, allowing contractors to make similar improvements to those already seen in other manufacturing industries. Designed for use by experienced construction professionals, familiar and proficient with traditional design and construction system best practice, this Code of Practice provides both client and constructor with the necessary information to adopt this approach to create well-designed and well-constructed products, fully meeting client needs.

A sobering new statistic indicates that less than half of all projects assigned to management are completed, done correctly, finished on time, and under budget. Project management is the discipline of organising and managing resources so that projects meet their defined scope, time, and cost constraints. As a manager or assistant manager, you will be responsible for many projects, and you will be evaluated on their planning, co-ordination, and control from inception to completion, including meeting their quality requirements on time and within cost. Projects are critical to the success of any business or organisation. They are the activities that result in new or changed products and services. They increase sales, improve customer satisfaction, reduce costs,

improve the work environment, and result in countless other benefits. As a manager or assistant manager, you will be evaluated on the success of your project management skills. In this easy-to-read and comprehensive book, you will learn planning strategies for each phase of project management and for everything from the start-up meeting, to the project's execution and closure, including its scope and information gathering requirements. You will learn how to create a project plan, assess its risk, manage multiple projects, manage organisation-wide initiatives, implement project management concepts, and schedule, control, and manage contracts. The information in this new book will help you make the most of your time by efficiently handling your workflow. Managing time effectively within your company will serve to deliver projects on time and increase profits and will make you stand out to your supervisors. You can succeed in real-world project management. The Internet, software, and technology have dramatically changed the way traditional projects have been managed. Online project management software helps your organisation share, store, and manage key project information through a central, online location accessible to everyone. There is a complete review of this new technology in this book. In addition, we spent thousands of hours interviewing, e-mailing, and communicating with hundreds of today's most successful project management experts. This book contains their secrets and proven successful ideas, including actual case studies. If you are interested in learning hints, strategies, and secrets for implementing highly effective project management skills, then this book is for you.

To support the broadening spectrum of project delivery approaches, PMI is offering A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Sixth Edition as a bundle with its latest, the Agile Practice Guide. The PMBOK® Guide – Sixth Edition now contains detailed information about agile; while the Agile Practice Guide, created in partnership with Agile Alliance®, serves as a bridge to connect waterfall and agile. Together they are a powerful tool for project managers. 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. Agile Practice Guide has been developed as a resource to understand, evaluate, and use agile and hybrid agile approaches. This practice guide provides guidance on when, where, and how to apply agile approaches and provides practical tools for practitioners and organizations wanting to increase agility. This practice guide is aligned with other PMI standards, including A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Sixth Edition, and was developed as the result of collaboration between the Project Management Institute and the Agile Alliance.

Project management for oil and gas projects comes with a unique set of challenges that include the management of science, technology, and engineering aspects. Underlining the specific issues involved in projects in this field, Project Management for the Oil and Gas Industry: A World System Approach presents step-by-step application of project management techniques. Using the Project Management Body of Knowledge (PMBOK®) framework from the Project Management Institute (PMI) as the platform, the

book provides an integrated approach that covers the concepts, tools, and techniques for managing oil and gas projects. The authors discuss specialized tools such as plan, do, check, act (PDCA); define, measure, analyze, improve, control (DMAIC); suppliers, inputs, process, outputs, customers (SIPOC); design, evaluate, justify, integrate (DEJI); quality function deployment (QFD); affinity diagrams; flowcharts; Pareto charts; and histograms. They also discuss the major activities in oil and gas risk assessment, such as feasibility studies, design, transportation, utility, survey works, construction, permanent structure works, mechanical and electrical installations, and maintenance. Strongly advocating a world systems approach to managing oil and gas projects and programs, the book covers quantitative and qualitative techniques. It addresses technical and managerial aspects of projects and illustrates the concepts with case examples of applications of project management tools and techniques to real-life project scenarios that can serve as lessons learned for best practices. An in-depth examination of project management for oil and gas projects, the book is a handbook for professionals in the field, a guidebook for technical consultants, and a resource for students.

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. • The complete body of knowledge for project management professionals in the engineering, manufacturing and construction sectors • 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 • Written by a qualified PMP exam accreditor and accompanied by online Q&A resources for self-testing

Learn step-by-step instructions for managing any project in a clean sequence of five classic phases—initiating, planning, executing, releasing, and closing. This book sets out clearly and engagingly which tasks need to be done and when, how, and why they need to be done. Each chapter on one of the five phases walks you through all the steps in that phase's workflow, which are laid out in a checklist attached to the chapter. The checklists are graphically supplemented by flow charts and swim lane diagrams. The master checklist serves as a map and tool for project managers to use in the real world to run projects and keep them on track. Senior project manager and PM mentor Melanie McBride understands the predicament of beginning and junior project managers: "You're at the edge of a tornado, bombarded by overly excited people offering you a Mission Impossible. Everywhere you look there are cool shiny things swirling around your head—the earnest coworker telling you to go agile, the software package promising a turnkey collaboration solution, the PMO with an arm-long list of required processes. So how do you avoid getting whacked in the

head by that airborne Mac truck of a customer commit? Oh, and what exactly do you need to do to get those flying monkeys to shut up?" Project Management Basics slips the spinning project manager into the eye of the storm where things are quiet and it's easy to figure out what to do next using the author's detailed checklists and hard-headed advice. She shows that project management doesn't have to be "a chaotic hot mess, leaving you with an egg-beater hairdo." With McBride's book and checklists in hand, even first-time project managers can pull off controlled, flying-monkey-free projects. What You Will Learn See the essential duties of a project manager Master the project management life cycle in five phases Discover the what, when, how, and why of PM tasks presented in detailed steps Leverage checklists for optimum efficiency and throughput Adapt workflow controls to low-PM organizations Enhance PM with vogue methodologies without obscuring the basics Who This Book Is For Beginning and junior project managers seeking a concise, authoritative guide to the basics of project management, together with checklists, flow charts, and swim lane diagrams for immediate use in real-world projects.

Agile Practice Guide – First Edition has been developed as a resource to understand, evaluate, and use agile and hybrid agile approaches. This practice guide provides guidance on when, where, and how to apply agile approaches and provides practical tools for practitioners and organizations wanting to increase agility. This practice guide is aligned with other PMI standards, including A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Sixth Edition, and was developed as the result of collaboration between the Project Management Institute and the Agile Alliance.

Master the skills and knowledge needed to work successfully in today's project management environment with Gido/Clements/Baker's **SUCCESSFUL PROJECT MANAGEMENT, 7E**. This best-selling book details how to organize and manage project teams -- from planning and scheduling to cost management. Each chapter aligns with PMBOK (Project Management Body of Knowledge) to ensure familiarity with today's best practices. Coverage of the latest business challenges addresses project constraints, stakeholder issues, the project charter, and how projects relate to the organization's strategic plan. Reader practice effective communication and examine how professionals apply project management in the workplace with new and revised cases and real-world vignettes. End-of-chapter practice and Internet exercises review the concepts most critical to project management success. Future and current professionals find the insights and specifics needed to manage projects most effectively in business today. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

The classic guide to working from home and why we should embrace a virtual office, from the bestselling authors of Rework "A paradigm-smashing, compulsively readable case for a radically remote workplace."—Susan Cain, New York Times bestselling author of Quiet Does working from home—or anywhere else but the office—make sense? In Remote, Jason Fried and David Heinemeier Hansson, the founders of Basecamp, bring new insight to the hotly debated argument. While providing a complete overview of remote work's challenges, Jason and David persuasively argue that, often, the advantages of working "off-site" far outweigh the drawbacks. In the past decade, the "under one roof" model of conducting work has been steadily declining, owing to

technology that is rapidly creating virtual workspaces. Today the new paradigm is “move work to the workers, rather than workers to the workplace.” Companies see advantages in the way remote work increases their talent pool, reduces turnover, lessens their real estate footprint, and improves their ability to conduct business across multiple time zones. But what about the workers? Jason and David point out that remote work means working at the best job (not just one that is nearby) and achieving a harmonious work-life balance while increasing productivity. And those are just some of the perks to be gained from leaving the office behind. Remote reveals a multitude of other benefits, along with in-the-trenches tips for easing your way out of the office door where you control how your workday will unfold. Whether you’re a manager fretting over how to manage workers who “want out” or a worker who wants to achieve a lifestyle upgrade while still being a top performer professionally, this book is your indispensable guide. Project management software.

As budgets for libraries continue to shrink, the key challenge facing the 21st century librarian is finding how to do more with less. This book features more than thirty essays that provide valuable tips for the professional who must cope with increasing demands upon their resources. Librarians will get tips on how to identify the most important tasks for the library; eliminate non-essential functions and processes; increase reliance on volunteers, interns, and students; optimize daily routines; and more. The goal of the new edition is to continue with a systems view of the world. For a more robust and worldwide market dissemination, the new edition has changed to a reference book. The project systems approach to project management, is needed in executing projects across countries and across cultures, which is a crucial requirement in today’s globalized and intertwined economics. The book uses ample graphical representations to clarify the concepts and techniques presented. The case examples help to reinforce the topics covered. Several illustrative examples and practice exercises are included. Each chapter is updated and new chapters include Project Simulation and Project Templates. A new chapter on managing complex projects in an age of artificial intelligence adds a unique value to the book. Features Highlights contemporary best practices of project management Uses a systems framework to integrate quantitative and qualitative tools Offers illustrative examples and practice exercises Covers project schedule performance appraisal techniques Discusses the knowledge areas contained in the Project Management Book of Knowledge (PMBOK) Presents software applications for project management, as well as case examples 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.

The landmark project management reference, now in a new edition Now in a Tenth Edition, this industry-leading project management "bible" aligns its streamlined approach to the latest release of the Project Management Institute's Project Management Body of Knowledge (PMI®'s PMBOK® Guide), the new mandatory source of training for the Project Management Professional (PMP®) Certification Exam. This outstanding edition gives students and professionals a profound understanding of project management with insights from one of the best-known and respected authorities on the subject. From the intricate framework of organizational behavior and structure that can determine project success to the planning, scheduling, and controlling processes vital to effective project management, the new edition thoroughly covers every key component of the subject. This Tenth Edition features: New sections on scope changes, exiting a project, collective belief, and managing virtual teams More than twenty-five case studies, including a new case on the Iridium Project covering all aspects of project management 400 discussion questions More than 125 multiple-choice questions (PMI, PMBOK, PMP, and Project Management Professional are registered marks of the Project Management Institute, Inc.)

"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.

Sport Facility and Event Management focuses on the major components of both facility and event management: planning, financing, marketing, implementation, and evaluation. It integrates timely theoretical foundations with real world practicality and application to provide the reader with a strong foundation in facility and event management. The authors focus on a broad range of facilities and events to demonstrate the diversity of the industry, which encompass recreation, leisure, health and fitness, in addition to the more commonly discussed sport facilities and events. The texts robust pedagogy includes chapter learning

objectives, industry expert spotlights, vignettes, case studies, discussion questions, and tip points, as well as actual examples from the industries covered throughout the book.

Winner of the Project Management Institute's David I. Cleland Project Management Literature Award 2010 It's no wonder that project managers spend so much time focusing their attention on risk identification. Important projects tend to be time constrained, pose huge technical challenges, and suffer from a lack of adequate resources. *Identifying and Managing Project Risk*, now updated and consistent with the very latest Project Management Body of Knowledge (PMBOK)® Guide, takes readers through every phase of a project, showing them how to consider the possible risks involved at every point in the process. Drawing on real-world situations and hundreds of examples, the book outlines proven methods, demonstrating key ideas for project risk planning and showing how to use high-level risk assessment tools. Analyzing aspects such as available resources, project scope, and scheduling, this new edition also explores the growing area of Enterprise Risk Management. Comprehensive and completely up-to-date, this book helps readers determine risk factors thoroughly and decisively...before a project gets derailed.

When software development teams move to agile methods, experienced project managers often struggle—doubtful about the new approach and uncertain about their new roles and responsibilities. In this book, two long-time certified Project Management Professionals (PMPs) and Scrum trainers have built a bridge to this dynamic new paradigm. They show experienced project managers how to successfully transition to agile by refocusing on facilitation and collaboration, not “command and control.” The authors begin by explaining how agile works: how it differs from traditional “plan-driven” methodologies, the benefits it promises, and the real-world results it delivers. Next, they systematically map the Project Management Institute's classic, methodology-independent techniques and terminology to agile practices. They cover both process and project lifecycles and carefully address vital issues ranging from scope and time to cost management and stakeholder communication. Finally, drawing on their own extensive personal experience, they put a human face on your personal transition to agile—covering the emotional challenges, personal values, and key leadership traits you'll need to succeed. Coverage includes Relating the PMBOKR Guide ideals to agile practices: similarities, overlaps, and differences Understanding the role and value of agile techniques such as iteration/release planning and retrospectives Using agile techniques to systematically and continually reduce risk Implementing quality assurance (QA) where it belongs: in analysis, design, defect prevention, and continuous improvement Learning to trust your teams and listen for their discoveries Procuring, purchasing, and contracting for software in agile, collaborative environments Avoiding the common mistakes software teams make in transitioning to agile Coordinating with project management offices and non-agile teams “Selling” agile within your teams and throughout your organization For every project manager who wants to become more agile.

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