Agile Project Management For Dummies

Agile Project Management For Dummies agile project management for dummies is a straightforward guide designed to introduce beginners to the core concepts, principles, and practices of agile methodology. In today's fast-paced business environment, traditional project management approaches often struggle to keep up with rapidly changing requirements and customer expectations. Agile project management offers a flexible, iterative approach that promotes collaboration, continuous improvement, and delivering value early and often. Whether you're a project manager, team member, or business owner, understanding agile can help you adapt to change more effectively and drive successful project outcomes. --- What Is Agile Project Management? Agile project management is a methodology that emphasizes flexibility, collaboration, and customer-centricity. Unlike traditional waterfall approaches, which follow a linear step-by- step process, agile promotes iterative cycles called sprints or iterations. This allows teams to adapt their plans based on feedback and changing priorities. Core Principles of Agile The Agile Manifesto, published in 2001, outlines four key values and twelve principles that underpin agile practices: 1. Individuals and interactions over processes and tools 2. Working software over comprehensive documentation 3. Customer collaboration over contract negotiation 4. Responding to change over following a plan These values highlight the importance of people, flexibility, and delivering value throughout the project lifecycle. Common Agile Frameworks and Methodologies Several frameworks help implement agile principles effectively: - Scrum: Focuses on time- boxed iterations called sprints, with defined roles like Scrum Master and Product Owner. - Kanban: Visualizes work using boards and limits work-in-progress to optimize flow. - Lean: Emphasizes eliminating waste and delivering value efficiently. - Extreme Programming (XP): Focuses on technical excellence and frequent releases. Understanding these frameworks allows teams to choose the approach best suited to their project needs. --- Benefits of Agile Project Management Implementing agile practices can lead to numerous advantages: Enhanced Flexibility: Quickly adapt to changing requirements or market conditions. Better Customer Engagement: Regular feedback ensures the final product aligns 2 with customer expectations. Faster Delivery: Deliver working increments

early, reducing time-to-market. Improved Quality: Continuous testing and integration catch issues early. Higher Team Morale: Empowered teams with clear goals often perform better. These benefits make agile a compelling choice for projects that require adaptability and customer focus. --- Implementing Agile Project Management: A Step-by-Step Guide For those new to agile, adopting the methodology may seem daunting. However, breaking it down into manageable steps can simplify the process. 1. Define Your Project Vision and Goals Start by clarifying what you aim to achieve. Engage stakeholders early to understand their needs and expectations. This foundation guides the entire agile process. 2. Build a Cross-Functional Team Agile thrives on collaboration. Assemble a team with diverse skills, including developers, testers, designers, and business representatives. Assign roles such as Product Owner, Scrum Master, and team members. 3. Create a Product Backlog The backlog is a prioritized list of features, enhancements, and bug fixes. The Product Owner is responsible for maintaining and prioritizing this list based on value and urgency. 4. Plan Sprints Decide on the sprint length—commonly 2-4 weeks. During sprint planning, select items from the backlog to work on, and define sprint goals. 5. Conduct Daily Stand-Ups Short daily meetings (15 minutes) help team members share progress, identify obstacles, and coordinate efforts. 6. Execute the Sprint Work on the selected backlog items, conduct regular testing, and ensure continuous integration. Keep the team focused on sprint goals. 3 7. Review and Demo At the end of each sprint, present the completed work to stakeholders. Gather feedback to inform future sprints. 8. Retrospective Reflect on what went well, what could improve, and how to enhance future sprints. Continuous improvement is a core agile principle. --- Key Roles in Agile Project Management Understanding the roles within an agile team helps streamline communication and decision-making. 1. Product Owner Acts as the voice of the customer, prioritizes the backlog, and ensures the team delivers value aligned with stakeholder needs. 2. Scrum Master (or Agile Coach) Facilitates the agile process, removes obstacles, and helps the team adhere to agile principles. 3. Development Team A self-organizing group responsible for delivering potentially shippable product increments each sprint. --- Common Agile Artifacts and Tools Agile teams use various artifacts and tools to organize work and visualize progress. Product Backlog: A dynamic, prioritized list of work items. Sprint Backlog: Items selected for a specific sprint. Burndown Chart: Visualizes remaining work versus time. Kanban Board: Visual tool displaying work stages, from "To Do" to "Done." Popular tools include Jira, Trello, Asana, and Azure DevOps, which facilitate collaboration and tracking. --- Challenges and How to Overcome Them While agile offers many benefits, it also presents challenges: - Resistance to Change: Educate stakeholders on agile benefits and involve them early. - Lack of Experience: 4 Provide training and coaching to teams new

to agile. - Scope Creep: Maintain a well- groomed backlog and prioritize effectively. - Inconsistent Processes: Establish clear guidelines and encourage continuous improvement through retrospectives. Addressing these challenges proactively ensures smoother agile adoption. --- Conclusion: Is Agile Right for Your Projects? Agile project management is a powerful approach suited for projects where flexibility, rapid delivery, and customer involvement are priorities. While it requires a cultural shift and commitment to continuous improvement, the benefits often outweigh the challenges. For beginners, starting small—perhaps with a pilot project—can provide valuable experience before scaling agile practices across your organization. Embracing agile can transform the way your team collaborates, responds to change, and ultimately delivers value to your customers. With patience, practice, and a willingness to learn, anyone can master the essentials of agile project management and unlock its full potential. QuestionAnswer What is Agile project management and why is it popular? Agile project management is an iterative approach that emphasizes flexibility, collaboration, and customer feedback. It is popular because it allows teams to adapt quickly to changing requirements and deliver value faster. What are the core principles of Agile methodology? The core principles include customer collaboration, responding to change, delivering working software frequently, and valuing individuals and interactions over processes and tools. How does Scrum relate to Agile project management? Scrum is a popular Agile framework that organizes work into small, manageable sprints and emphasizes roles like Scrum Master and Product Owner to facilitate collaboration and iterative delivery. What are common Agile practices for beginners? Common practices include daily stand-up meetings, sprint planning, backlog grooming, iterative development, and regular retrospectives to improve team performance. What tools are typically used in Agile project management? Popular Agile tools include Jira, Trello, Asana, and Rally, which help teams visualize work, manage backlogs, and track progress efficiently. How does Agile handle changing project requirements? Agile embraces change by allowing teams to reorder and reprioritize work during short cycles, ensuring the product evolves based on stakeholder feedback and market shifts. What are the roles in an Agile team? Key roles include the Product Owner, Scrum Master, and Development Team members, each with specific responsibilities to ensure smooth Agile processes. 5 Can Agile be applied to any type of project? While Agile is most effective in software development and projects with evolving requirements, its principles can be adapted to various industries and project types. What are the benefits of adopting Agile project management? Benefits include increased flexibility, faster delivery times, improved product quality, enhanced team collaboration, and better alignment with customer needs. What are some common challenges when implementing Agile? Challenges include resistance to change, lack of experienced Agile

practitioners, difficulty in scaling Agile practices, and maintaining consistent stakeholder engagement. Agile Project Management for Dummies: A Comprehensive Guide to Navigating Modern Project Success In today's fast-paced, ever-evolving business environment, traditional project management methodologies often struggle to keep pace with rapid changes and shifting priorities. Enter agile project management, a flexible, iterative approach that has revolutionized how teams plan, execute, and deliver projects. Designed for beginners or those seeking a foundational understanding, this article delves into the essentials of agile project management, exploring its principles, practices, benefits, challenges, and real- world applications to arm readers with the knowledge needed to adopt or evaluate agile methodologies effectively. --- Understanding Agile Project Management What Is Agile Project Management? Agile project management is a methodology centered around iterative development, collaboration, flexibility, and customer-centricity. Unlike traditional waterfall approaches that follow a linear sequence—from requirements gathering to deployment—agile emphasizes small, manageable increments called sprints or iterations. During each cycle, teams plan, develop, test, and review a segment of the project, allowing for continuous feedback and adaptation. Key Characteristics of Agile: - Iterative Development: Breaking projects into smaller parts to deliver value incrementally. - Flexibility: Adjusting plans based on stakeholder feedback and changing circumstances. - Collaboration: Encouraging ongoing communication among team members and stakeholders. - Customer Focus: Prioritizing customer needs and feedback throughout the process. - Transparency: Maintaining open visibility into progress, challenges, and changes. The Origins and Evolution of Agile The roots of agile project management trace back to the Agile Manifesto, formulated in 2001 by a group of software developers seeking alternatives to rigid methodologies. The manifesto champions individuals and interactions, working solutions, customer Agile Project Management For Dummies 6 collaboration, and responding to change. Over time, agile principles have expanded beyond software development into various industries, including marketing, manufacturing, and construction. --- The Principles of Agile Project Management The Agile Manifesto outlines twelve foundational principles that guide agile practices: 1. Customer satisfaction through early and continuous delivery of valuable software or products. 2. Welcoming changing requirements, even late in development. 3. Deliver working solutions frequently, from a couple of weeks to a couple of months. 4. Business people and developers must work together daily. 5. Build projects around motivated individuals, trusting them to get the job done. 6. Face-to-face conversation is the most effective communication method. 7. Working solutions are the primary measure of progress. 8. Maintain a sustainable pace indefinitely. 9. Continuous attention to technical excellence and good design. 10. Simplicity—the

art of maximizing the amount of work not done—is essential. 11. Self-organizing teams produce the best architectures, requirements, and designs. 12. Regularly reflect and adjust behaviors and processes to become more effective. These principles underpin various agile frameworks and practices, serving as a compass for teams seeking to deliver value efficiently and adaptively. --- Common Agile Frameworks and Methodologies Agile is not a one-size-fits-all approach; instead, it encompasses multiple frameworks tailored to specific contexts and needs. Here are some of the most popular: Scrum - Overview: Focuses on managing work in fixed-length iterations called sprints (typically 2-4 weeks). - Roles: Product Owner, Scrum Master, Development Team. - Artifacts: Product Backlog, Sprint Backlog, Increment. - Ceremonies: Sprint Planning, Daily Stand-up (Daily Scrum), Sprint Review, Sprint Retrospective. Kanban - Overview: Visualizes workflow using a Kanban board, emphasizing continuous flow and limiting work in progress (WIP). - Focus: Managing and improving flow efficiency. - Key Practices: Visual management, WIP limits, continuous delivery. Lean - Overview: Originating from manufacturing, emphasizes eliminating waste, optimizing processes, and delivering value. - Principles: Value stream mapping, just-in-time delivery, empowering teams. Agile Project Management For Dummies 7 Extreme Programming (XP) - Overview: Focuses on software quality through practices like pair programming, test- driven development, and frequent releases. Each framework provides unique tools and practices, but all are rooted in agile principles emphasizing flexibility, collaboration, and customer value. --- Implementing Agile Project Management: Step-by-Step For organizations or teams new to agile, a structured approach to implementation can foster success: 1. Understand and Educate - Conduct training sessions to familiarize stakeholders with agile principles and frameworks. - Promote a mindset shift from command-and-control to collaborative, adaptive thinking. 2. Define Clear Goals and Priorities - Establish the project vision and high-level objectives. - Develop a prioritized list of features or tasks (product backlog). 3. Assemble an Agile Team - Form cross-functional teams with diverse skills. - Assign roles such as Product Owner and Scrum Master (if using Scrum). 4. Plan Initial Sprints - Conduct sprint planning meetings to select backlog items for the first iteration. - Set clear, achievable goals for each sprint. 5. Execute and Monitor - Hold daily stand-ups to coordinate work and identify impediments. - Track progress via burndown charts or Kanban boards. 6. Review and Adapt - Conduct sprint reviews to demonstrate completed work. - Hold retrospectives to discuss what went well and areas for improvement. Agile Project Management For Dummies 8 7. Iterate and Improve - Use insights from retrospectives to refine processes. - Continuously prioritize and re-plan based on stakeholder feedback and project evolution. --- Benefits of Agile Project Management Adopting agile practices offers numerous advantages, especially in dynamic environments: - Faster

Delivery: Incremental releases enable quicker realization of value. - Enhanced Flexibility: Teams can adapt to changing requirements without derailing the entire project. - Improved Quality: Continuous testing and integration catch issues early. - Greater Stakeholder Engagement: Regular demonstrations foster transparency and trust. - Higher Customer Satisfaction: Delivering working solutions frequently aligns with customer needs and expectations. - Increased Team Morale: Empowered teams with clear goals tend to be more motivated and productive. --- Challenges and Common Pitfalls in Agile Implementation While agile offers considerable benefits, it is not without challenges: - Cultural Resistance: Shifting organizational culture from hierarchical to collaborative can be difficult. - Misunderstanding Agile Principles: Superficial adoption without embracing core values reduces effectiveness. - Inadequate Training: Lack of proper education may lead to misapplication of frameworks. - Poor Backlog Management: Unclear or poorly prioritized backlogs hinder progress. - Scope Creep: Without disciplined scope control, projects can become unfocused. - Overemphasis on Tools: Relying solely on tools without embracing principles diminishes benefits. To mitigate these pitfalls, organizations should invest in training, foster open communication, and cultivate a mindset receptive to continuous improvement. --- Measuring Success in Agile Projects Success metrics vary based on project goals but generally include: - Velocity: The amount of work completed in a sprint, indicating team capacity. - Cycle Time: The time from starting a task to completion. - Customer Satisfaction: Feedback from stakeholders on delivered increments. - Quality Metrics: Defect rates, test pass rates, and technical debt. - Team Engagement: Morale, collaboration levels, and retention. Regular retrospectives help teams analyze these metrics, identify bottlenecks, and adjust practices accordingly. - --- Conclusion: Is Agile Right for You? Agile project management represents a paradigm shift from traditional methodologies, emphasizing adaptability, collaboration, and delivering value in manageable increments. Agile Project Management For Dummies 9 Its success hinges on organizational commitment, cultural change, and disciplined implementation. For teams navigating complex, uncertain, or rapidly changing projects, agile offers a robust framework to stay responsive and customer-focused. For beginners, understanding the core principles, experimenting with frameworks like Scrum or Kanban, and fostering an environment of continuous learning are essential steps toward harnessing agile's full potential. While challenges exist, the benefits of increased flexibility, improved quality, and heightened stakeholder engagement make agile an invaluable approach in the modern project landscape. Whether you're managing software development, marketing campaigns, or operational initiatives, embracing agile project management can transform your approach to delivering success—one iteration at a time. agile methodology, scrum, sprint planning, product backlog, kanban, iterative development, team

collaboration, project planning, agile principles, project management tools

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the bestselling bible of project management in today s time crunched cost conscious global business environment tight project deadlines and

stringent expectations are the norm so how can you juggle all the skills and responsibilities it takes to shine as a project management maven updated in a brand new edition project management for dummies offers everything you need to successfully manage projects from start to finish without ever dropping the ball written by a well known project management expert this hands on guide takes the perplexity out of being a successful pm laying out all the steps to take your organizational planning and execution skills to new heights whether it s managing distressed projects embracing the use of social media to drive efficiency and improve socialization or resolving conflicts that occur during a project the soup to nuts guidance inside will help you wear your project management hat more prominently and proudly get the latest in industry best practices reflecting pmbok 6 motivate any team to gain maximum productivity execute projects on time and with maximum efficiency prepare for the project management professional pmp certification exam it s never been easier to execute projects on time on budget and with maximum efficiency

the book most recommended by the project management institute as an adjunct to the pmbok guide and a powerful resource for anyone preparing for the pmp exams in the newly revised fourteenth edition of project management a systems approach to planning scheduling and controlling renowned project management leader harold kerzner delivers another insightful and hands on discussion of project management the book is packed with new material related to artificial intelligence ai new methodologies including agile and hybrid data driven project management managing diversity and the nuances of the contemporary roles available to project managers the material in this latest edition aligns closely with the project management body of knowledge guide offering readers a chance to fill in the gaps left by the pmbok and prepare effectively and confidently for the new principles first approach of the updated pmp exams in the book readers will find a thorough introduction to strategies for setting clear objectives and expectations and ways to define the success and failure of projects comprehensive explorations of sustainability projects in the areas of social and environmental responsibility practical discussions of how to manage complex and large scale projects complete treatments of data driven project management that enables informed decision making and enhances project outcomes perfect for undergraduate and graduate students taking courses in project management project management a systems approach to planning scheduling and controlling will also benefit anyone preparing for any of the project management certification exams as well as practicing project managers seeking an effective desk reference for regular use

nuts and bolts of project management fills a unique niche in the market of project management books the work offers simple examples of real world projects and includes reasons for success and failure live application of project management factors and best practices for experienced and emerging project managers in the it industry this book may be used as a classroom reference guide for it project management training because it presents various scenarios and easy to understand examples covering all aspects of project management definition of project scope time and cost management quality control human resources communication and risk and procurement management

tens of thousands of readers rely on james lewis s classic project planning scheduling control for hands on help in bringing projects in on time and on budget now this higher level guide takes project managers beyond basic skills using the flexible and down to earth approach for which lewis is famed it covers advanced topics such as identifying customer requirements using qfd quality function deployment allocating resources for improved scheduling applying systems thinking and using decision support tools in project management

project management for mere mortals strips away the myths and mysteries of effective project management giving you the skills tools and insights to succeed with your next project and every project after that long time project manager and trainer claudia baca walks you through all five process groups of project management initiation planning execution monitoring and controlling and closing baca examines each process group from the perspectives of the working project manager and team member highlighting the organizational issues most likely to arise and offering proven solutions for each process group she presents tools you can start using right now and demonstrates those tools at work in a realistic running case study this guide takes you from the absolute basics through advanced techniques such as measures of performance and change control you ll learn how to accurately scope projects and build workable timetables create trustworthy budgets and use them to manage your project organize work assignments for maximum efficiency build project teams and keep them motivated intelligently assess quality goals and decide how good it has to be identify and mitigate the real risks your project will encounter control changes and stay on track no matter what surprises occur close projects successfully and learn lessons for future projects gain crucial skills you ll need for pmi certification

a flat organization believes the formal processes and controls used by many hierarchical organizations are too involved require too much

overhead cost and are too complex and or time consuming project management for flat organizations provides common sense solutions to the unique challenges of organizations with flat hierarchical structures it explains project management theory and offers simple and cost effective project management processes tools and techniques that can be applied immediately this guide includes instruction and templates required to deliver projects efficiently and successfully with minimal risk and investment it also enables users to develop a framework specific to the needs of their organization this is a go to guide you will want to keep on your desk for easy reference when working on projects this book is ideal for the project manager team member manager or project sponsor with limited or no formal project management experience working within a flat organization it offers clear understandable discussions about project management processes practical ideas and suggestions answers common questions and explains ways to address common pitfalls

practical proven techniques for managing today s smaller more mission critical projects managers who can bring projects in on time under budget and within specs are among the most valuable and marketable in today s project driven environment just enough project management written by globally renowned project management authority curtis r cook is a quick hitting no nonsense pocket guide on how to successfully handle projects of any size in any environment this versatile book s one of a kind customizable templates free managers from the time consuming process of having to reinvent basic techniques and methods from one project to the next valuable for projects of every size but especially helpful for today s newer breed of tighter more focused projects just enough project management will help project managers achieve greater bottom line performance dramatically improved team morale long term competitive advantage

appropriate for classes on the management of service product and engineering projects this book encompasses the full range of project management from origins philosophy and methodology to actual applications

the challenge of managing projects is to combine the technology of the future with lessons from the past in the third edition of project management for the 21st century noted authors bennet lientz and kathryn rea provide a modern proven approach to project management properly applied without massive administrative overhead project management can supply structure focus and control to drive work to success third edition revisions include 35 new material three new chapters on risk management international and multinational projects

project culture entire text rewritten to take advantage of the and internet tools new appendix covering web sites additional materials on what to do next more feedback from readers and lessons learned

no project management training no problem in today s workplace employees are routinely expected to coordinate and manage projects yet chances are you aren t formally trained in managing projects you re an unofficial project manager franklincovey experts kory kogon and suzette blakemore understand the importance of leadership in project completion and explain that people are crucial in the formula for success this updated and revised edition of project management for the unofficial project manager offers practical real world insights for effective project management and guides you through the essentials of the value people and project management process scope plan engage track and adapt close if you re struggling to ensure multiple projects are finished with high value and on time this book is for you if you manage projects without the benefit of a team this book is also for you change the way you think about project management project manager may not be your official title but with the right strategies you can excel in this project economy

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

the popular guide to the project management body of knowledge now fully updated now in its seventh edition this comprehensive guide to project management has long been considered the standard for both professionals and academics with more than 32 000 copies sold in the last three editions it has now been fully updated to cover the new pmbok guide well known expert robert wysocki has added more than 100 pages of new content based on instructor feedback enhancing the coverage of best of breed methods and tools for ensuring project management success with enriched case studies accompanying exercises and solutions on the companion website and powerpoint slides for all figures and tables the book is ideal for instructors and students as well as active project managers serves as a comprehensive guide to project management for both educators and project management professionals completely updated to cover the new pmbok guide examines traditional agile and extreme project management techniques the enterprise project management model and kanban and scrumban methodologies includes a companion website with exercises and solutions and well as powerpoint slides for all the figures and tables used written by well known project management expert robert wysocki effective project management seventh edition remains the comprehensive resource for project management practitioners instructors and students pmbok is a registered mark of the project management institute inc

project management for small projects shows you how to tailor bureaucratic planning processes to a sleek minimum while still keeping your project running like a well oiled machine managing projects requires time effort and discipline regardless of the project size the difference between managing larger and smaller projects is not only the amount of time effort and discipline but also the processes and tools for years this book has helped managers of small projects design scalable processes and simplified tools for immediate use in managing small projects and since most small projects tend to be similar in structure or outcome a template for one project can be used for future projects this third edition has been updated to align with the project management institute s project management body of knowledge pmbok and provides new tools templates and techniques to support the revised processes in addition there is new material on agile project management and on the essential leadership skills for small project managers pmbok is a trademark of the project management institute inc which is registered in the united states and other nations

offers an introduction to project management this book emphasizes teams throughout and includes an introduction to project management project definition researching intellectual property scope idealizing and conceptualizing a design converting product requirements to engineering specifications project integration communications management and conducting design reviews

offering an in depth suite of tools for managers to undertake projects successfully this book reveals a complete methodology for the management of projects based on the principles set out by the project management institute pmi

senior executives and project managers from more than 50 world class companies offer their best practices for successful project management implementation the first two editions of the bestselling project management best practices helped project managers navigate the increasingly complex task of working within global corporations employing distant and diverse work teams this new third edition includes the same valuable wealth of proven best practices while following up on case studies from previous editions and offering new case studies on project management practices at large and small companies the third edition offers insight from project managers and executives at more than fifty global companies in all sectors of the market these industry leading professionals offer insight and best practices for project risk management project management for multinational cultures and cultural failures focusing on value as well as cost and schedule integrated and virtual project teams covering the latest developments in the project management field project management best practices third edition offers a must have window into the issues and solutions facing corporate managers project and team managers engineers project team members and business consultants in today s global market

be flexible and faster with agile project management as mobile and web technologies continue to evolve rapidly there is added pressure to develop and implement software projects in weeks instead of months agile project management for dummies can make that happen this is the first book to provide a simple step by step guide to agile project management approaches tools and techniques with the fast pace of mobile and web technology development software project development must keep pace agile project management enables developers to complete and implement projects more quickly and this book shows you how offers a practical context for understanding and applying agile techniques moving from theory into actual practice explains when to use agile and how to avoid common pitfalls written by experts who know how to

apply the principles in real world situations agile project management for dummies enables you to understand and apply agile principles for faster more accurate development

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 kn pfel honorary president of the spm swiss project management association

this textbook is intended for business analysts engineers system developers systems analysts and others just getting started in management and for managers and administrators with little project management training book jacket

organisations increasingly look to project management to deal with short timeframes tight budgets changing requirements and risk management in everyday operations as well as for major strategic projects project management knowledge and skills are now essential for professionals just about everywhere from teachers social workers and lawyers to engineers builders and accountants stephen hartley s project management is based on the recognised global standard for project management the project management body of knowledge pmbok guide and it incorporates aspects of agile prince2 lean and other popular methodologies it offers a thorough overview of the principles of project management combined with tools and guidelines to manage projects of all sizes from inception to evaluation written in an accessible and engaging style stephen hartley s widely used text has been fully revised and updated it focuses on shared responsibility transparent

documentation reporting achievement over activity and continuous improvement it is illustrated with examples and case studies and accompanied by a suite of downloadable templates and tools stephen hartley is without doubt australia s leading authority on project management this book is the bible for any current or future project manager dr tim baker author of the end of the performance review

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