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Project Management Tools Ebook

Samuel J. Mantel



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Just Enough Project Management: The Indispensable Four-step Process for Managing Any Project, Better, Faster, Cheaper Curtis R. Cook,2004-11-22 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

Software Project Management: A Concise Study 2Nd Ed. S. A. Kelkar,2009-11-23 Past experience with the development of software products indicates that there is much scope for improvement Being design intensive software projects run the risk of cost schedule overruns besides remaining off the mark in satisfying the customers The blame for the failures is very often attributed to inadequate project management rather than lack of competence in development With the growth in the size and complexity of software projects and the corresponding design and development effort involved the importance of formal software project management cannot be overemphasized This book in its second edition comprehensively presents the essentials of theory and practice of software project management methodologies The aim is to introduce the readers to the subject in a conceptual framework The topics included in this edition are updated as per the ongoing trends in the field of software project management There is an appendix on Metrics and Measurements This title includes a list of abbreviations at the beginning of chapters The book is well suited for teaching an academic course of one semester or for conducting short training programmes for software engineers and project managers Armed with updated concepts and ideas software engineers and project managers will be able to plan every aspect of a project to ensure its timely implementation within the stipulated budget and required quality standards

Guidelines for Achieving Project Management Success Gary L. Richardson,Deborah Sater Carstens,2021-12-15 This book is designed to be a quick guidelines oriented approach to the topic of project management It contains the essential management practices required to produce successful project outcomes Guidelines for Achieving Project Management Success helps the non technical reader who might have been originally put off by a more robust treatment of project management It uses the 80 20 rule where 80% of the project management problem may originate from just 20% of the cause The book includes easy to understand examples illustrating key topics and offers advice and references for further reading The book also helps the reader on how to define

what the target is with the project and how to execute it to get the desired results The primary audience is individuals who are seeking a readable description of the project management processes The book is also useful for an academic program where project management is secondary to the primary topic

Project Management Absolute Beginner's Guide Greg Horine, 2017-02-09 This is the eBook of the printed book and may not include any media website access codes or print supplements that may come packaged with the bound book Succeed as a project manager even if you've never run a project before This book is the fastest way to master every project management task from upfront budgeting and scheduling through execution managing teams through closing projects and learning from experience Updated with more insights from the front lines including agile approaches dealing with security and privacy priorities and leading remote virtual teams along with the latest on Microsoft Project and PMI standards and certifications and a special bonus chapter on preparing for the PMP certification This book will show you exactly how to get the job done one incredibly clear and easy step at a time Project management has never ever been this simple Who knew how simple project management could be This is today's best beginner's guide to modern project management simple practical instructions for succeeding with every task you'll need to perform Here's a small sample of what you'll learn Master the key skills and qualities every project manager needs Lead projects don't just manage them Avoid 15 most common mistakes new project managers make Learn from troubled successful and recovered projects Set the stage for success by effectively defining your project Build a usable project plan and an accurate work breakdown structure WBS Create budgets and schedules that help you manage risk Use powerful control and reporting techniques including earned value management Smoothly manage project changes issues risks deliverables and quality Manage project communications and stakeholder expectations Organize and lead high performance project teams Manage cross functional cross cultural and virtual projects Work successfully with vendors and Project Management Offices Make the most of Microsoft Project and new web based alternatives Get started with agile and critical chain project management Gain key insights that will accelerate your learning curve Know how to respond to real life situations not just what they teach you in school

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every stage and manage project recovery Close the project and review lessons learned And much more Project crises are all too common but often easy to avoid and respond to With its practical step by step approach this book gets both new and experienced managers up to speed Start with the fundamentals manage your projects accordingly and be equipped for success throughout your career

Implementing and Assessing Use-Driven Acquisitions Steven Carrico,Michelle Leonard,Erin Gallagher,2016-03-08 This enlightening new book in the Practical Guides for Librarians series presents the practicalities of developing implementing and evaluating use driven acquisition UDA in academic and special libraries from the multi dimensional perspectives of collections acquisitions and e resources Now that UDA is a proven method of collection management being utilized by an array of libraries around the globe the need for a straightforward uncomplicated guidebook is more essential than ever This book is both a reference source and a guide for current and future librarians In addition to chapters highlighting e book print and article level UDA plans the book will also include considerations for budgeting interlibrary loan consortia UDA ongoing management and assessment strategies and stimulating future trends Of special interest are project management cycles detailing each phase and steps of implementing UDA plans and relevant case studies involving librarians and vendors who have established UDA plans in libraries of various types and sizes This book provides a practical methodology for setting up use driven acquisitions plans to acquire access to print and e books for users in academic and special libraries Every chapter covers important collection development and budgeting objectives of the library and proposes methods to assess cost and usage of the content received to determine effectiveness and potential modifications to UDA plans Practical features that can be used in day to day operations include Project management lifecycle with phases and steps for successful implementation Sample reports and executive summaries for administrators Marketing and branding strategies Step by step checklists Assessment tools and examples Multiple case studies of various types of libraries including budgets and current UDA policies Evaluative survey questions Interview transcripts Glossary of terms and acronym explanations

Everyday Project Management Peter Mulraney,2016-06-08 Projects involving billions of dollars require serious project management by highly qualified and experienced project managers You probably won t be doing any of that if you re looking at this book but that doesn t mean you can t benefit from applying the principles of project management to your everyday work or personal projects In *Everyday Project Management* author Peter Mulraney uses a conversational style to demystify project management for untrained project managers and gives you access to tools the professional use without having to read hundreds of pages or take a test *Everyday Project Management* is informed by Peter s twenty years of playing in the project space in banking and government and his application of project management principles to writing and publishing numerous books

Project Management in Practice Jack R. Meredith,Scott M. Shafer,2020-09-16 *Project Management in Practice* 7th Edition presents an applied approach to the essential tools strategies and techniques students must understand to achieve success in their future careers Emphasizing the technical aspects of the

project management life cycle this popular textbook offers streamlined student friendly coverage of project activity risk planning budgeting and scheduling resource allocation project monitoring evaluating and closing the project and more Providing new and updated content throughout the seventh edition s concise pedagogy and hands on focus is ideally suited for use in one semester courses or modules on project management Clear and precise chapters describe fundamental project management concepts while addressing the skills real world project managers must possess to meet the strategic goals of their organizations Integrated throughout the text are comprehensive cases that build upon the material from previous chapters complemented by wealth of illustrative examples tables and figures review questions and discussion topics designed to reinforce key information

Six Sigma Handbook, Fourth Edition (ENHANCED EBOOK) Thomas Pyzdek, Paul A. Keller, 2014-05-29 This fully revised bestseller integrates Lean methodologies and certification coverage and features bonus videos quizzes and sample files The Six Sigma Handbook Fourth Edition reveals how to realize significant gains in quality productivity and sales in any organization This new edition offers vast improvements to examples and offers videos sample data files for download and online quizzes for all levels of Six Sigma certification The content features further integration of Lean methods and examples healthcare examples risk management and case studies of various deployment and analysis techniques Includes two sample quizzes for Six Sigma certification one for Green Belt candidates and one for Black Belt candidates Links to five videos that walk you through specific processes such as Minitab functions statistical process control and how to read a Pareto chart Clearly defines the management responsibilities and actions necessary for successful deployment Fully incorporates Lean problem solving and statistical techniques within the Six Sigma methodology

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