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**The Essentials of
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**Management is a
primer distilled
from Dennis**

Lock's

**comprehensive,
successful and
encyclopedic**

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**textbook, Project
Management,
(now in its Tenth
Edition). It
provides a
concise,
straightforward
account of the
principles and
techniques of
project
management,
designed to meet
the needs of the**

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business manager or student. Using examples and illustrations, the author introduces the key project management procedures and explains clearly how and when to use them. The text for the new

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edition has been completely restructured and largely rewritten, so that the sequence now follows even more closely the life-cycle of a typical project from its earliest definition to final close-out.

This project

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**management
primer originally
started as an
assignment for
my project
management
class at
Northwest
University in
Kirkland, WA.
The assignment
was to write a
short
introductory**

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**book for people
that do not have
much or any
project
management
experience, yet
find themselves
either pushed in
to project
management or
are interested in
project
management and
just want a**

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**simple starter
guide that will
help them
understand the
basics. With the
help of Professor
Barry Otterholt
at Northwest
University, and
author Eric
Verzuh who
visited the class
and provided a
good deal of**

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**information, I
have been able to
complete this
work and hope
that it will help
you, the reader,
to tackle this
amazing and
complicated
world of project
management.
Most project
managers would
agree that every**

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**project is unique.
But not all
project managers
would agree that
the best way to
manage a unique
project is unique.
Many still cling
to the old
practice of
having a
methodology that
is applied to all
projects. "One**

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size fits all" is still in common use, and this approach has proven to lead to project failure. Flexibility, situational intelligence, and creativity are essential to deliver project success. The need to

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**recognize and
master ever-
changing
requirements
and
environmental
conditions is a
tough challenge
for professional
project
managers. The
same practices
that led to
success**

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**yesterday may
cause failure
today. Selecting
favorable
responses to a
given situation is
often the most
critical factor of
the dynamics of
success and
failure. This book
is designed to
help project
professionals**

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assess a

**situation, predict
the appropriate
approach,
methodology and
achieving styles,
and then apply
them in a
situational
fashion. To guide
project managers
in selecting the
appropriate
responses,**

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Primer
**Situational
Project**

**Management
(SitPM) shows
how to assess a
given project,
determine its
unique
characteristics,
and select the
appropriate
methods to
complete the
project. With this**

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Primer

**book, projects
managers can
use SitPM to
develop profiles
of their projects
on the basis of
the projects'
physical
characteristics,
the project
teams'
behavioral
characteristics,
the enterprise**

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**environment, and
the market
environments
receiving project
deliverables.
These profiles
help project
managers to
determine the
appropriate
project life cycle
approach and
leadership style.
The book also**

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explores various ways to engage stakeholders on the basis of a project's SitPM profile. The book's author, Oliver F.

Lehmann, has developed a set of templates to apply SitPM in practice. It can be downloaded

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**from www.oliverlehmann.com/SitPM/Templates.zip.
Managing projects, a prominent feature of working life, inevitably involves change at some level. Even though successful project**

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**management
depends on**

**organisational
change,
textbooks often
fail to recognise
this symbiotic
nature. This book
offers students a
practical
understanding of
the strategic and
organisational
role of projects.**

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IS 15883: Part
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Construction
Time
Management
Guidelines is
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recognizing
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industry. This
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**(BIS) provides
for a national
framework for
time
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which
specifically
focuses on
unique aspects
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enshrined in
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2, and thereby
facilitating
capacity
building for
widespread
application of**

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**the
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The chapters
of handbook
follow the
stages of a
typical
project life
cycle of a
construction
project,
flowing**

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**seamlessly
from project
inception
through to
project
closure. In
addition,
latest trends
in the
construction
sector in
terms of**

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**tools,
techniques,
and software
have also been
elaborated. It
is implied
that time
management
operates in
conjunction
with other
interdependent**

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**processes of
project
management,
and might need
multi-dimensio
nal decision
making. To
that extent
this handbook
does elaborate
the relevant
interface that**

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**maybe critical
for**

**comprehensive
project**

management

**approach. As a
primary**

**expectation,
the handbook**

**would serve as
a**

supplementary

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subjects in
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management. It
is also an
effortless**

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The Project .
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Is the Unified Process
the be all and end all

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standard for developing
object-oriented
component-based
software? This book is
the third in a four
volume series that
presents a critical review
of the Unified Process.
The authors present a
survey of the alte
Lean Project
Management kombiniert
Projektmanagement mit
Lean Management. Das

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Ziel vom Lean Management ist, alle wertschöpfenden Tätigkeiten optimal aufeinander abzustimmen und gleichzeitig alle Art von Verschwendung zu vermeiden.

Projektmanagement beinhaltet die Planung, Steuerung und Kontrolle von Projekten. Beides mächtige Konzepte, die

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sich gegenseitig sehr gut ergänzen. Dieses Werk stellt Lean Project Management umfassend vor und zeigt Ihnen, wie Sie mithilfe dieser Methode Ihre Projekte erfolgreich durchführen. Sie erfahren, wie Sie die Prinzipien des Lean Project Managements anwenden und dabei das anvisierte Projektergebnis fest im

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Highlights - Neuer Blick auf das

Projektmanagement - Projektergebnis in den Mittelpunkt stellen - Lean-Project-Management-Prinzipien anwenden - Leitfaden zur

Implementierung von Lean Project

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Wie Sie jeden Change erfolgreich meistern!

Nichts bleibt so

beständig wie der

Wandel. Das gilt heute mehr denn je.

Unternehmen, die langfristig überleben wollen, müssen sich

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Primer
immer wieder an die
sich ständig
verändernden
Rahmenbedingungen
anpassen. Voraussetzung
hierfür ist ein
professionelles
Veränderungs- bzw.
Change Management,
das auch dauerhaft im
Unternehmen
implementiert wird.
Führungskräfte spielen
hierbei die zentrale

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Rolle: Sie müssen u.a. eine klare Orientierung geben, immer wieder aktiv den Wandel vorantreiben, mit Widerständen umgehen, Kosten und Zeit im Blick behalten, aber auch Markt- oder technologische Entwicklungen berücksichtigen. Dieses Workbook zeigt, wie diese Herkulesaufgabe

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zu bewältigen ist und
zwar ganz konkret und
direkt in die Praxis
umsetzbar.

Führungskräfte, Change
Manager, erhalten einen
konkreten

Umsetzungsleitfaden,
erfahren, was zu
beachten ist und wo die
Schwierigkeiten lauern.

Konkrete
Handlungsanweisungen,
Checklisten und

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Arbeitshilfen erleichtern
dabei den Praxistransfer.

- Leitfaden für

Entscheider - Alles

Relevante rund um

Veränderungsprozesse -

Hoher Praxisbezug und

gleichzeitig fundiert -

Mit Checklisten und

Arbeitshilfen

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help you make
better buying
decisions and get
more from
technology.**

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key documents
such as the terms
of reference,
business case and
project plan. It
addresses team
building and good
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covers the typical
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helpful lists of**

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**applicable tasks
and deliverables,
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management
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project manager,
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you through the
essential project
stages in easy steps,
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Manager

Der

Projektmanager

nimmt in der IT-

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jektmanagement

zu verbessern.

Schwerpunkte

liegen dabei

sowohl auf der

Gesch ä ftsstrategie

als auch auf der

Gesch ä ftsanalyse.

Das Buch ist ideal

geeignet f ü r

Einsteiger und f ü r

erfahrene IT

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Projektmanager,
die mit IT-
Projekten f ü r
Kunden aus
verschiedenen
Branchen betraut
sind. Mit Schritt-f ü r
-Schritt-
Anleitungen f ü r
jede Projektphase.
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Management

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wahre Fundgrube
praxiserprobter
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focused on project
planning and
project
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you prepare for
this challenging
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constraints and
assumptions,
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producing
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creating a WBS,
developing a
resource
management plan,
establishing
controls, obtaining
approval. Project
Execution.
Committing and
implementing
resources,

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managing and
communicating
progress,
implementing
quality assurance
procedures.

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Performance,

taking corrective
action, ensuring

compliance,

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reassessing
control plans,
responding to risk
event triggers.
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Documenting
lessons learned,
facilitating closure,
preserving records
and tools,
releasing
resources.

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Responsibility.

Ensuring integrity,
contributing to

knowledge base,
balancing

stakeholder
interests,

respecting

differences. Note:

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in construction
management, civil
engineering, and
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well as practicing
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professionals,
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Edition is updated to reflect the latest practices in the field.

Processes don't drive projects; people do.

Successful project management is ultimately about effective communication,

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and more broadly, effective people management. Most books, however, deal largely with process - the mechanical, methodological side, and play down the human side. The Project Manager is a fresh

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primer. Discover
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and views, and
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directly between

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conversational***

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***style, project
management
gurus Mickey
Rosenau and
Gregory Githens
equip readers with
fundamental
principles and "tes
ted-in-the-
trenches"
techniques for
managing projects
in any type of***

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**organization. They
arm readers with
easy-to-use tools
for resolving any
technical,
mechanical, or
personnel problem
that may arise over
the course of a
project and break
project
management down
into twenty-two**

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***chronological
steps. Extensively
revised and
updated, this
Fourth Edition
examines the role
of integration in
project planning,
risk-and-issues
management,
virtual teams, new
theories, project
management***

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***offices, and more!
Successful Project
Management,
Fourth Edition is
an ideal primer for
students and an
indispensable
quick reference for
experienced
professionals.
Through its use of
real clinical
examples, this***

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book provides an explanation of the project management process tailored for nurses. It first describes, in detail, the project management process along with its relationship to the phases of the project life cycle.

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Coverage includes the tools available to successfully complete each phase of the project management process and advance the project life cycle. With the aid of case studies and project examples,

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the book then examines how to apply these principles in the day-to-day work of the nurse, whether manager, staff nurse, educator, researcher, or informatician.

Project

Management is a broad subject and

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there have been many excellent books written on the subject. Some are encyclopedic in content. This book is not.

Project Managers have little free time and they don't generally spend it reading books on Project

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Project

**Management – The
Secrets of
Success is a book
of important topics
and guidelines for
the Project
Manager - a book
that can be read
while traveling or
referred to as an
issue arises.**

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Project Management is THE critical skill in the engineering and construction world. Most Presidents and senior managers of engineering and construction companies are former project managers. Even in

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***the Owner
organizations,
excellent project
managers position
themselves for
senior
management roles.
Why? Because
managing a
project is
fundamentally
business
management –***

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***starting, staffing,
running and
shutting down a
business -
excellent
preparation for
company
management.***

***Project
Management can
be boiled down to
10 Project
Management***

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Commandments.

***Following these
ten***

***commandments
alone will not***

***make a Project
Manager***

successful; but,

***poor performance
in any of these***

areas usually

results in failure. 1.

Safety – first, last

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Primer
and always 2.

**Contract – know it
– follow it 3.**

**Quality – good
jobs have high
quality 4. Schedule
– no excuses 5.**

**Basic Project Data
– verify, then use
6. Be Completion
Driven 7.**

**Quantities –
manage them 8.**

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Primer

***Money – guard it –
ours or the Client's***

***9. Lead – clearly
show the way 10.***

Client Relationship

***– you have the
responsibility***

Project

Management – The

Secrets of

Success expands

each of these

topics in detail.

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Management Primer

The book is not a primer on Project Management; it builds on the knowledge of experienced Project Managers and provides them guidelines and coaching to improve project performance.

Project

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Management – The Primer

***Management – The
Secrets of
Success also
discusses the
skills necessary to
become an
excellent Project
manager. They
include: .***

***Leadership -
giving proper
direction and
following progress***

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on a detailed level.

· Insight – being able to understand the status and direction of a project from limited data – relying on experience and intuition to root out problems. ·

Consensus building - seeking

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***alignment from
your team and with
your Client.***

***Getting all needed
input before
making decisions.***

***· Communication
skills including
oral reporting,
written***

***communications
and presentation
skills. · Building***

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Primer

***excellent Client
relationships. .***

***Project risk - how
to recognize it and
how to mitigate it. .***

***How to keep a
project on
schedule. . Project
costs -***

***understanding
them in detail and
monitoring and
correcting poor***

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cost performance.

· Knowledge of contracts - what the key issues are and how to roll down the prime contract terms to subcontractors and vendors. ·

Understanding construction and being able to drive engineering,

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***design and
procurement to
support the field. .***

***Knowing and
championing***

***Safety - in design
and in execution. .***

Being an

outspoken

advocate for

Quality. Every

experienced

Project Manager

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*will benefit from
the lessons of*

Project

*Management - The
Secrets of
Success.*

*It is a tragic
paradox of*

*American health
care: a system
renowned for
world-class
doctors, the latest*

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medical technologies, and miraculous treatments has shocking inadequacies when it comes to the health of the urban poor. Urban Health Knowledge Management outlines bold, workable

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strategies for addressing this disparity and eliminating the “knowledge islands” that so often disrupt effective service delivery. The book offers a wide-reaching global framework for organizational

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***competence
leading to
improved care
quality and
outcomes for
traditionally
underserved
clients in diverse,
challenging
settings. Its
contributors
understand the
issues fluently,***

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***imparting both
macro and micro
concepts of KM
with clear
rationales and real-
world examples as
they: • Analyze key
aspects of KM and
explains their
applicability to
urban health. •
Introduce the KM
tools and***

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technologies most relevant to health care delivery. • Offer evidence of the role of KM in improving clinical efficacy and executive decision-making. • Provide extended case examples of KM-based programs used in

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***Washington, D.C.
(child health),
South Africa
(HIV/AIDS), and
Australia (health
inequities). • Apply
KM principles to
urban health
needs in
developing
countries. •
Discuss new
approaches to***

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***managing,
evaluating, and
improving delivery
systems in the
book's "Measures
and Metrics"
section. Urban
health
professionals, as
well as health care
executives and
administrators, will
find Urban Health***

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***Knowledge
Management a
significant
resource for
bringing service
delivery up to
speed at a time of
great advancement
and change.***

***Computer
Software
Management
The Essentials of***

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The Project
Manager
Project
Management for
Healthcare
Informatics
A Primer for
Project
Management and
Quality Control***

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The best organizations, and even the best departments within organizations, have a roadmap: a clear vision of where they would like to be and the means by which they will get there. This roadmap

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drives the everyday activity of the company as well as any change it makes both internally and externally. And it is what drives projects. In fact, it is arguable that success in business is almost wholly reliant on

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an ability to
implement change
effectively -
whether it is a
computer system
that gives you the
edge on your
competitor,
bringing a new
product to market,
adopting new
ways of working,
or completely

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redefining the
approach your
company takes.

Success and
survival in
business relies on
change and the
way that business
implements
change is through
projects.

Therefore, if you
work in the world

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of business,
sooner or later the
chances are that
you will be
involved in a
project, as a
stakeholder,
advisor, sponsor
or possibly
running it - as the
project manager.
In The Everyday
Project Manager,

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author and project management expert Jeremy Nicholls shares the key attributes and skills of successful project management and describes the practical skills that will enhance project delivery regardless of your

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level of
experience. The
skills and
concepts detailed
in this book can be
easily understood
and implemented.
They are
"everyday" (that is,
commonplace)
skills, but they are
skills and the
concepts that the

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best project managers use every day. Each chapter details the concepts, practices, and tools that readers will use to build their proficiency in every phase of delivering a project efficiently and effectively.

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This title was first published in 2001.

Synopsis: The Essentials of Project

Management is a primer assembled from Dennis Lock's

comprehensive book, Project Management. It provides a

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concise,
straightforward
account of the
principles and
techniques of
project
management
designed to meet
the needs of the
non-specialist.

This second
edition reflects the
changes made for

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the seventh edition of Project Management. The ideal introduction for anyone responsible for managing projects, as well as students.

Zero in on key project-initiation tasks—and build a solid foundation

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for successful
software

development. In
this concise guide,
critically-
acclaimed author
Karl E. Wieggers
fills a void in
project
management
literature by
focusing on the
activities that are

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essential—but often overlooked—for launching any project. Drawing on his extensive experience, Karl shares lessons learned, proven practices, and tools for getting your project off to the right start—and steering it to

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ultimate success.
Lay a foundation
for project
success—discover
how to: Effectively
charter a project
Define meaningful
criteria for project
success and
product releases
Negotiate
achievable
commitments for

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project teams and
stakeholders

Identify and
document

potential barriers
to success—and

manage project
risks Apply the

Wideband Delphi
method for more

accurate

estimation

Measure project

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performance and
avoid common
metrics traps
Systematically
apply lessons
learned to future
projects

Companion Web
site includes:

Worksheets from
inside the book
Project document
templates

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Resources for
project initiation
and process
improvement

The discipline of
Knowledge
Management (KM)
is rapidly
becoming
established as an
essential course or
module in both
information

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systems and management programs around the world. Many KM texts pitch theoretical issues at too technical or high a level, or presenting a only a theoretical prescriptive treatment of knowledge or KM

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modeling
problems. The
Knowledge
Management
Primer provides
students with an
essential
understanding of
KM approaches by
examining the
purpose and
nature of its key
components. The

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book demystifies the KM field by explaining in a precise, accessible manner the key concepts of KM tools, strategies, and techniques, and their benefits to contemporary organizations. Readers will find this book filled

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with approaches to managing and developing KM that are underpinned by theory and research, are integrative in nature, and address softer approaches in manifesting and recognizing

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knowledge.

The Dynamics of
Success and
Failure

PC Mag

Construction

Project Scheduling
and Control

Perspectives of
Knowledge

Management in
Urban Health

Advanced Project

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Enhancing the
Modern
Organization
through
Information
Technology
Professionals:
Research, Studies,
and Techniques
*You can have the
ability of saving
money*

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*Management
Primer*
immediately!

*This course will
guide you
through several
years of practical
experience using
specific theories
from the best of
both worlds
PMBok and
PRINCE2. Filled
with own practical
experience this*

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*course will
provide you some
practical
knowledge. A
brief theoretical
chapter is
followed by
practical
examples,
templates and
processes to
allow Project
Managers to*

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*handle their
project*

*effectively. It is
not the intention
of this course to
be theoretical
documentation
but is rather a
summary of 17
years of
experience in the
field. All methods
are linked*

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*together with an
model for comple
x-cybernetic
systems and filled
with hands-on
knowledge about
how to work with
and for teams.*

*A Primer for
Learning the
Principles of
Successful Project
Management*

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*Research,
Studies, and
Techniques
How to
Successfully Plan
and Manage Your
School's Next
Innovation
Managing
Maintenance
Shutdowns and
Outages*