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Lesson Proper for Week 4

The Project Management Framework



What is PMBOK?

PMBOK stands for Project Management Body of Knowledge and it is the entire collection of processes, best practices, terminologies, and guidelines that are accepted as standards within the project management industry. Because the body of knowledge is constantly growing as practitioners discover new methods or best practices, it must be updated and disseminated.

Knowledge Areas of Project Management



1. **Integration** – it's about bringing together everything you know so that you are managing your project holistically and not in individual process chunks.
2. **Scope** – it is the way to define what your project will deliver. Scope management is all about making sure that everyone is clear about what the project is for and what it includes. It covers collecting requirements and preparing the work breakdown structure.
3. **Time** – it relates to how you manage the time people are spending on their project tasks, and how long the project takes overall. This knowledge area helps you understand the activities in the project, the sequence of those activities and how long they are going to take.
4. **Cost** – it is all about handling the project's finances. The big activity in this knowledge area is preparing your budget which includes working out how much each task is going to cost and then determining your project's overall budget forecast.
5. **Quality** – this area is where you'll learn about and set up the quality control and quality management activities on your project so that you can be confident the result will meet your customer's expectations.
6. **Procurement** – it supports all your procurement and supplier work from planning what you need to buy, to going through the tendering and purchasing process to managing the work of the supplier and closing the contract when the project is finished.
7. **Human Resources** – first, you have to understand what resources you need to be able to complete your project, and then you put your team together. After that, it's all about managing the people on the team including giving them extra skills to do their jobs, if they need it.
8. **Communications** – given that a project manager's job is often said to be about 80% communication, in there, the PM writes communication plan for the project and monitor all the incoming and outgoing communications.
9. **Risk Management** – it involves identifying risks and understanding how to assess risks on your project that includes how you perform quantitative and qualitative risk assessments. Risk management isn't a one-off activity, it covers controlling your project risks going forward through the project life cycle.
10. **Stakeholder Management** – it is one of the most important groups which take you through the journey of identifying stakeholders, understanding their role and needs in the project and ensuring that you can deliver those.

Scrum Development

"Scrum" is another formal project management/product development methodology and part of agile project management. Scrum is a term from rugby (scrimmage) that means a way of restarting a game.

Scrum uses sequential sprints for development. Sprints are like small project phases (ideally known two to four weeks). The idea is to take one day to plan for what can be done now, then develop what was planned for, and demonstrate it at the end of the sprint. Scrum uses a short daily meeting of the development team to check w



was done yesterday, what is planned for the next day and what if anything is impeding the team members from accomplishing what they have committed to. At the end of the sprint, what has been demonstrated can be tested, and the next sprint cycle starts.

Scrum methodology defines several major roles. They are:

- Product Owners – essentially the business owner of the project who knows the industry, the market, the customer, and the business goals of the project. The product owner **must** be intimately involved with the Scrum process, especially the planning and the demonstration parts of the sprint.
- Scrum Master – somewhat like a project manager, but not exactly. The Scrum Master’s duties are essentially to remove barriers that impede the progress of the development team, teach the product owner how to maximize return on investment (ROI) in terms of development effort, facilitate creativity and empowerment of the team, improvement the productivity of the team, improve engineering practices and tools, run daily standup meeting, track progress and ensure the health of the team.
- Development Team – self-organizing, empowered group, they participate in planning and estimating for each sprint, do the development, and demonstrate the result at the end of the sprint.

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A banner for the 2nd Semester Enrollment. The background is a blue-tinted image of a multi-story building with a 'BCP' sign on the roof. A large white text box in the center contains the main message. At the top right, it says 'visit www.bcp.edu.ph'. The main text reads 'Enrollment registration is now Ongoing' in large red letters, followed by 'For 2nd Semester SY 2021 - 2022' in white. Below that, a blue box contains the text 'We are accepting new students, returnees and transferees.' in white. On the right side, there is a quote 'Be trained to be the best, Be linked to success' and a circular logo. At the bottom, there are two contact options: an email icon with 'bcp-inquire@bcp.edu.ph' and a phone icon with '(8)442-8601 | (8)518-8050'.

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