

Business Tools for Career Readiness

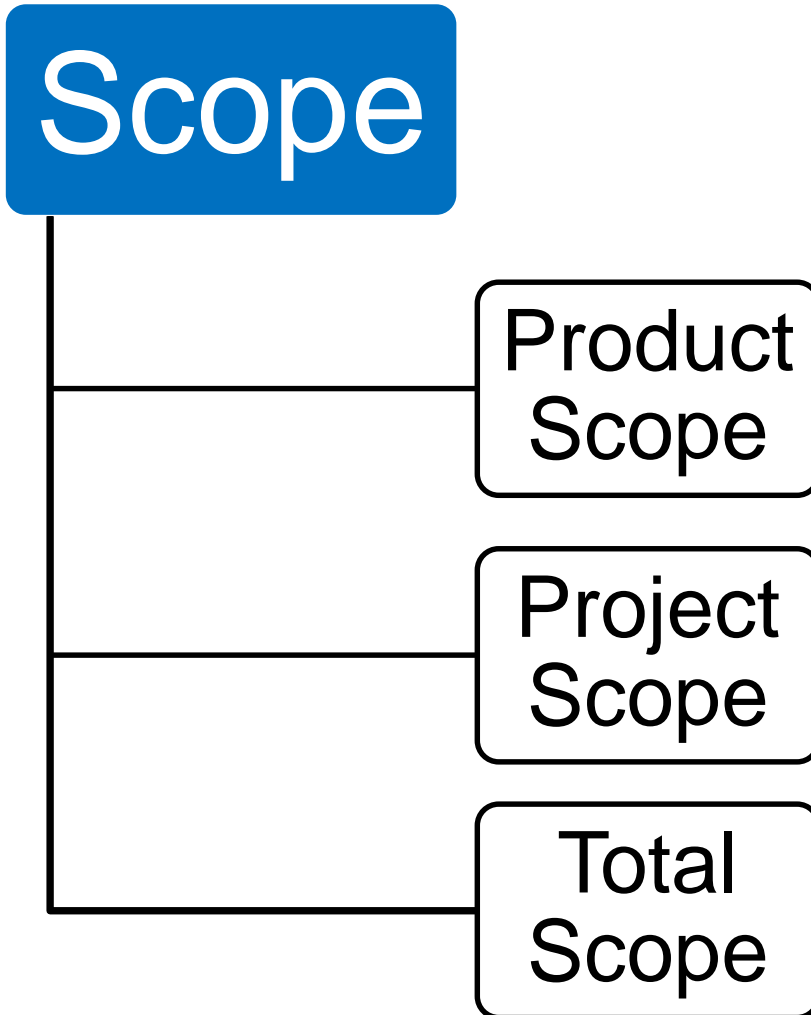


Project Management: The Basics for Success Module 1



with Rob Stone, M.Ed., PMP

Three Elements of Scope



Three Elements of Scope

Scope

```
graph LR; Scope[Scope] --- ProductScope[Product Scope]; Scope --- ProjectScope[Project Scope]; Scope --- TotalScope[Total Scope];
```

The diagram illustrates the three elements of scope. A blue box labeled 'Scope' is connected by a vertical line to three stacked white boxes: 'Product Scope', 'Project Scope', and 'Total Scope'. Horizontal lines branch off from the vertical line to each of these three boxes.

Product
Scope

All the **THINGS** that will
be created or delivered

Project
Scope

Total
Scope

Three Elements of Scope

Scope

```
graph LR; Scope[Scope] --- ProductScope[Product Scope]; Scope --- ProjectScope[Project Scope]; Scope --- TotalScope[Total Scope];
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The diagram illustrates the three elements of scope. A blue box labeled 'Scope' is connected by a vertical line to three stacked white boxes: 'Product Scope', 'Project Scope', and 'Total Scope'. Each box is connected to the vertical line by a horizontal line. To the right of each box is a descriptive sentence.

Product
Scope

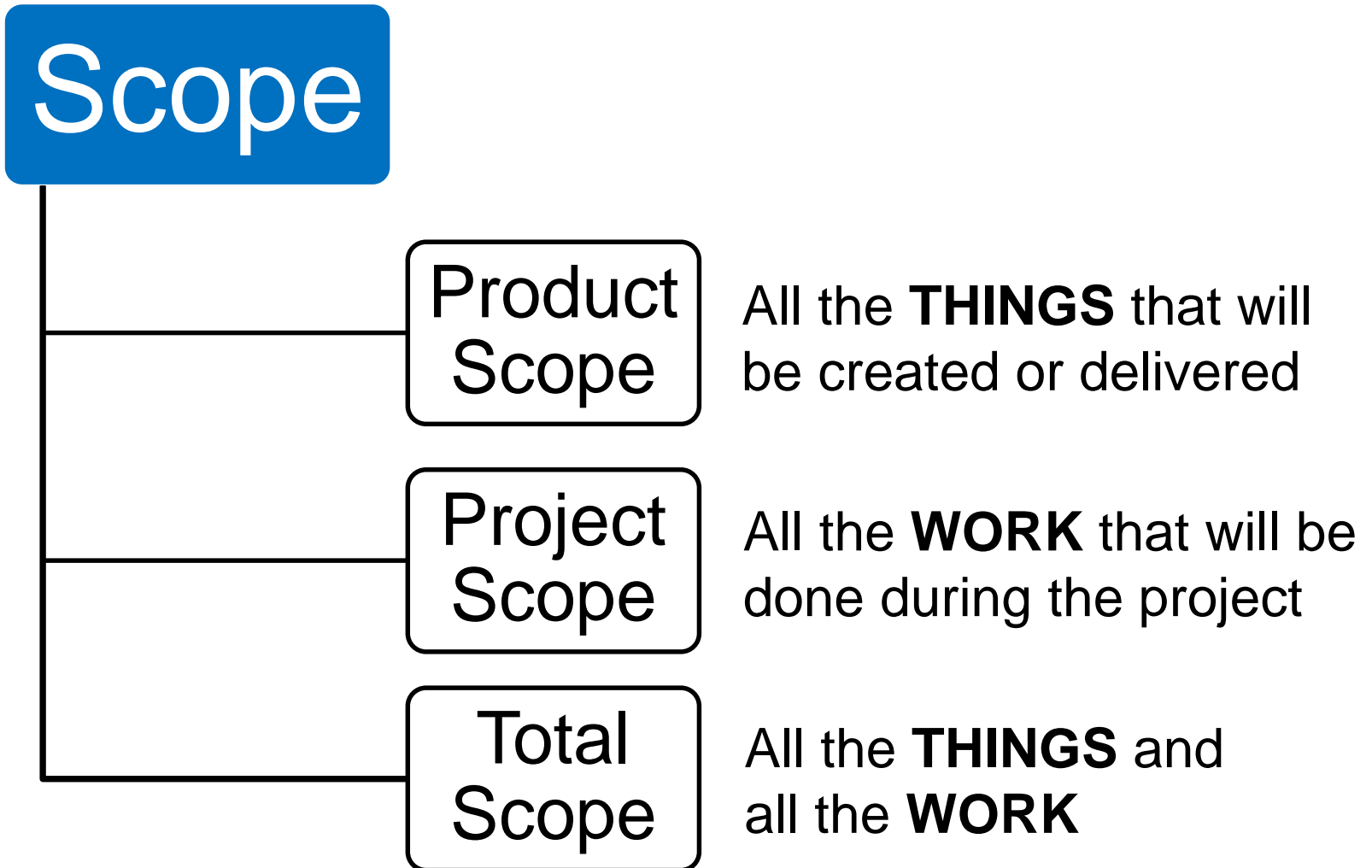
All the **THINGS** that will
be created or delivered

Project
Scope

All the **WORK** that will be
done during the project

Total
Scope

Three Elements of Scope



Project

A temporary endeavor undertaken to create a unique product, service, or result.

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A Guide to the Project Management Body of Knowledge®, (PMBOK® Guide) – Fifth Edition

What is a Project Manager?

The Project Manager

The Project Manager

- Technical Skills

The Project Manager

- Technical Skills
- Project Management Process Skills

The Project Manager

- Technical Skills
- Project Management Process Skills
- Leadership Skills

The Various Roles of the PM

The Various Roles of the PM

- Task & Human

The Various Roles of the PM

- Task & Human
- Integrator vs. Technical Expert

The Various Roles of the PM

- Task & Human
- Integrator vs. Technical Expert
- Big Picture & Detail

The Various Roles of the PM

- Task & Human
- Integrator vs. Technical Expert
- Big Picture & Detail
- Politics

The Various Roles of the PM

- Task & Human
- Integrator vs. Technical Expert
- Big Picture & Detail
- Politics
- Projects vs Functions

Project Manager

The person assigned by the performing organization to achieve the project objectives.

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What is Project Management?

- Planning
- Scheduling
- Managing
- Coordinating
- Leading
- Communicating
- Controlling

Project Management

The application of knowledge, skills, tools, and techniques to project activities to meet project requirements. Project Management is accomplished through the use of processes such as: initiating, planning, executing, controlling and closing.

Process Groups

The Project Management Institute® defines five process groups for completing a project:

- Initiate
- Plan
- Execute
- Monitor and Control
- Close

Knowledge Areas

1. Project Integration Management
2. Project Scope Management
3. Project Time Management
4. Project Cost Management
5. Project Quality Management
6. Project Human Resource Management
7. Project Communications Management
8. Project Risk Management
9. Project Procurement Management
10. Project Stakeholder Management

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