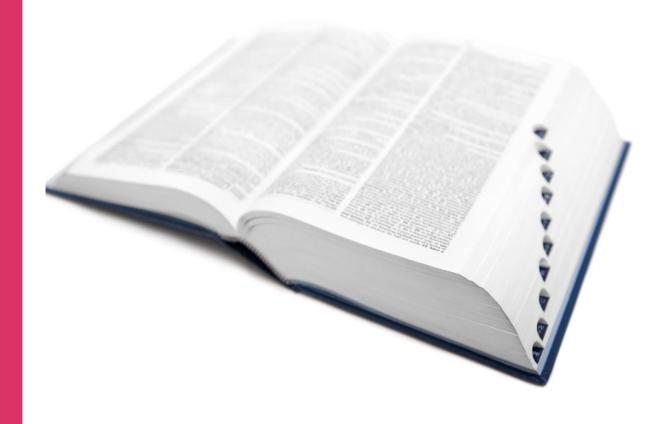# VOCABULARY
FROM TODAY'S SESSION

Project Team

DEFINITION

A set of individuals who support the project manager in performing the work of the project to achieve its objectives.

Stakeholder

DEFINITION

An individual, group, or organization that may affect, be affected by, or perceive itself to be affected by a decision, activity, or outcome of a project, programs, or portfolio.

Stakeholder Register

DEFINITION

A list of individuals or organizations who are actively involved in the project, whose interests may be negatively or positively affected by the performance or completion of the project and whose needs or expectations need to be considered.

RACI Chart

A common type of responsibility assignment matrix (RAM)
Responsible, Accountable, Consulted, and Informed statuses define the involvement of stakeholders in project activities.

Resource Management Plan

DEFINITION

The project document that identifies resources and how to acquire, allocate, monitor, and control them.

Team Charter

DEFINITION

A document that enables the team to establish its values, agreements, and practices as it performs its work together.

Ground Rules

DEFINITION

As defined in the team charter, clear expectations set, regarding the code of conduct for team members.

Expert Judgment

DEFINITION

Judgment based upon expertise in an application area, knowledge area, discipline, industry, etc., as appropriate for the activity being performed. Such expertise may be provided by any group or person with specialized education, knowledge, skill, experience, or training.

Resource Calendars

DEFINITION

Identify working days, shifts, and when specific resources are made available to the project.

Lessons Learned Register

DEFINITION

A project document used to record knowledge gained during a project so that it can be used in the current project and entered in the lessons learned repository.