What Is Project Integration Management?

Project integration management is the coordination of all elements of a project. This includes coordinating tasks, resources, stakeholders, and any other project elements, in addition to managing conflicts between different aspects of a project, making trade-offs between competing requests, and evaluating resources. One example would be if a project is not on track, you may need to choose between going over budget and finishing the project late. Assessing the situation and making an informed decision is a key part of project integration management. Integrated project management ensures projects are not managed in isolation. It takes into account not only how aspects of your project relate to each other but also how other parts of the organization relate to your project.

### **Why is project integration management so important?**

Projects are complex, with a lot of different parts that need to be managed. For example, a project manager needs to oversee all of the following:

\_ Schedule \_Cost \_Scope \_Quality \_Resources \_Risks \_Changes \_Stakeholders

### **Seven processes of project integration management**

1. Develop the project charter
2. Develop the project management plan/**Develop the preliminary project scope statement**:
3. Direct and manage project work
4. Manage project knowledge
5. Monitor and control project work
6. Perform integrated change control
7. Close the project (or project phase)

# What Is a Project Charter in Project Management?

Work with stakeholders to create the document that formally authorizes a project—the charter.

A project charter is a formal, typically short document that describes your project in its entirety — including what the objectives are, how it will be carried out, and who the stakeholders are. It is a crucial ingredient in planning the project because it is used throughout the project lifecycle.

The project charter typically documents:

* Reasons for the project
* Objectives and constraints of the project
* The main stakeholders
* Risks identified
* Benefits of the project
* General overview of the budget

1. **Develop the preliminary project scope statement**:

Work with stakeholders, especially users of the project’s products, services, or results, to develop the high-level scope requirements and create a preliminary project scope statement.

Meet with project sponsors and[key stakeholders](https://www.wrike.com/project-management-guide/faq/what-is-a-stakeholder-in-project-management/) to define their needs and expectations and establish project scope, budget, and timeline. Remember, stakeholders include anyone who’s affected by your project, including customers and end-users.  Understand stakeholders' needs, refine them into specific project goals and prioritize them. Then, identify the deliverables you need to produce in order to meet those goals. You can then estimate due dates for each deliverable before finalizing deadlines.

1. **Develop the project management plan**:

Coordinate all planning efforts to create a consistent, coherent document—the project management plan.

1. **Direct and manage project execution**:

Carry out the project management plan by performing the activities included in it.

1. **Monitor and control the project work**:

Oversee project work to meet the performance objectives of the project.

1. **Perform integrated change control**:

Coordinate changes that affect the project’s deliverables and organizational process assets.

1. **Close the project**:

Finalize all project activities to formally close the project.

**The four P’s of project management:**

1. People

2. Product

3. Process

4. Project

**Contingency planning**

A contingency plan is a course of action designed to help an organization respond effectively to a significant future event or situation that may or may not happen.

A contingency plan is sometimes referred to as "Plan B," because it can be also used as an alternative for action if expected results fail to materialize. Contingency planning is a component of business continuity, disaster recovery and risk management.

## **SWOT (strengths, weaknesses, opportunities, threats) analysis to grow your business.**

SWOT analysis (or SWOT matrix) is a strategic planning technique used to help a person or organization identify strengths, weaknesses, opportunities, and threats related to business competition or project planning

* A SWOT analysis is a compilation of your company's strengths, weaknesses, opportunities and threats.
* The primary objective of a SWOT analysis is to help organizations develop a full awareness of all the factors involved in making a business decision.
* Perform a SWOT analysis before you commit to any sort of company action, whether you are exploring new initiatives, revamping internal policies, considering opportunities to pivot or altering a plan midway through its execution.
* Use your SWOT analysis to discover recommendations and strategies, with a focus on leveraging strengths and opportunities to overcome weaknesses and threats