



Project Management Essentials: A Quick & Easy Guide to the Most Important Concepts & Best Practices for Managing Your Projects Right (3rd Revised edition)

By William P. Athayde, Ruth Elswick, Paul Lombard, Deborah Bigelow Crawford

Maven House Press. Paperback. Book Condition: new. BRAND NEW, Project Management Essentials: A Quick & Easy Guide to the Most Important Concepts & Best Practices for Managing Your Projects Right (3rd Revised edition), William P. Athayde, Ruth Elswick, Paul Lombard, Deborah Bigelow Crawford, If you're new to project management or need to refresh your knowledge, Project Management Essentials, Third Edition, is the quickest and easiest way to learn how to manage projects successfully. The simple techniques and templates in this book provide you with the essential tools you'll need to be an effective project manager. It's as simple as that. Read the book and discover: How to plan well - to decide on the right things to do; The key skills and knowledge you'll need to be effective; How to create an effective charter to start projects off right; Guidelines for building a usable project plan; Tips for breaking project work into manageable pieces; Techniques for estimating project cost and schedule; How to build a team; Strategies to deal with conflict, change, and risk; How to report on the progress of the project and keep everyone concerned happy. Project Management Essentials is written in short, clear chapters to make project...



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