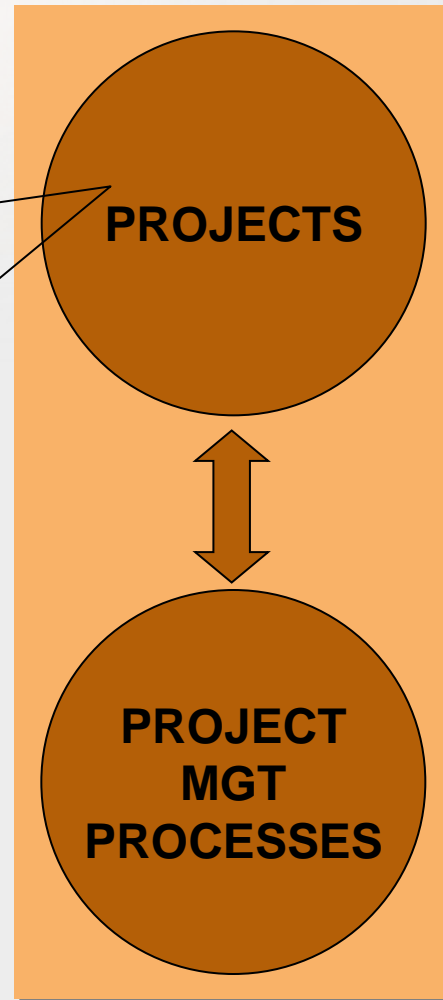


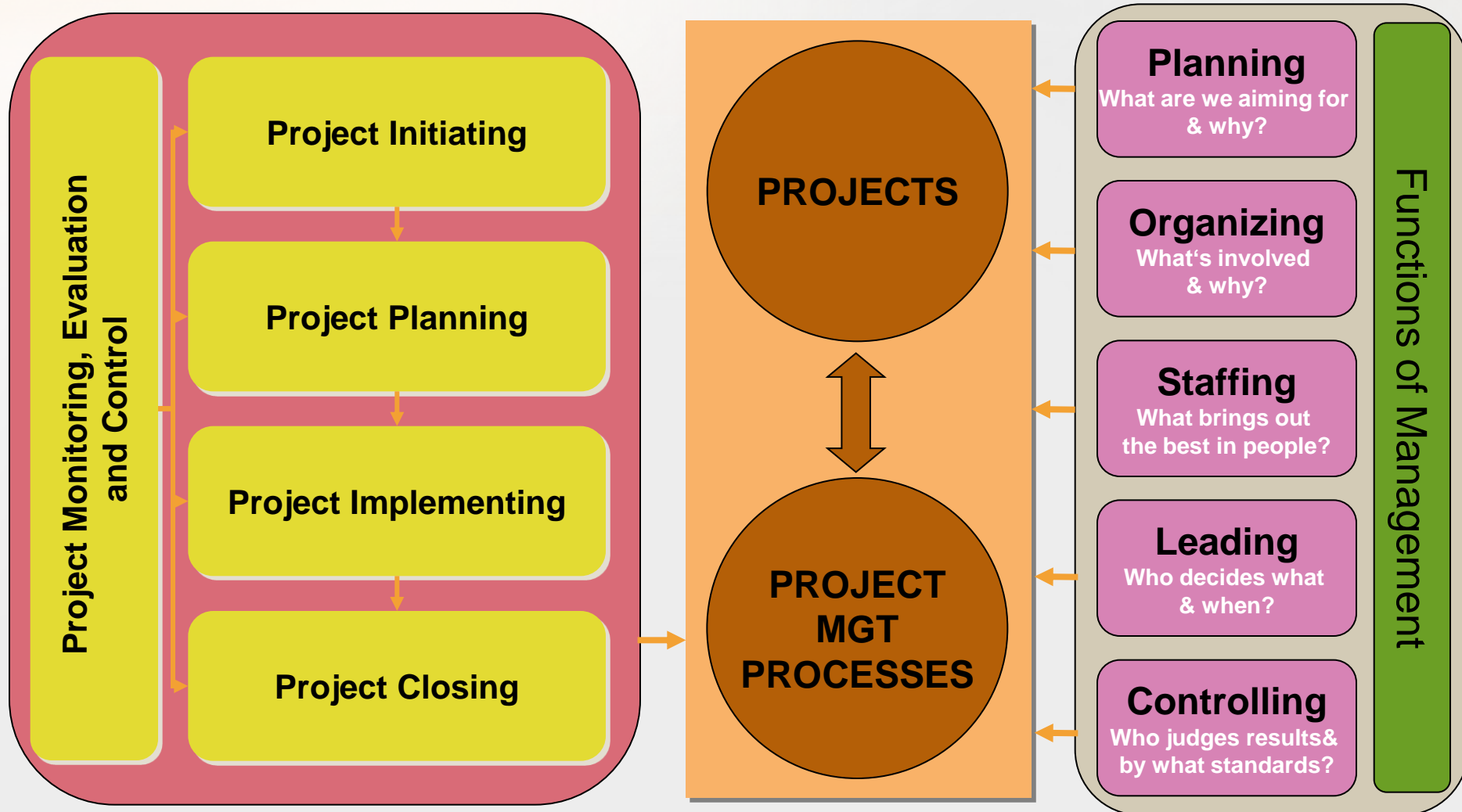
CHƯƠNG 6. ỨNG DỤNG CÁC PHƯƠNG PHÁP QUẢN LÝ DỰ ÁN TIỀN TIẾN (5 LT + 15 BT)

Project Management

- Beginning and End
- Agreed, well defined outputs and outcomes
- Balance between time, cost and quality
- Interrelated tasks grouped into phases
- Temporary, often multidisciplinary project team brought together for the project
- Might entail involvement of people from other units or organizations



Project Management



2. Different perspectives of project management



Generic project management processes



Project Initiating



Project Planning



Project Implementing



Project Closing



Project Manager



Sponsor

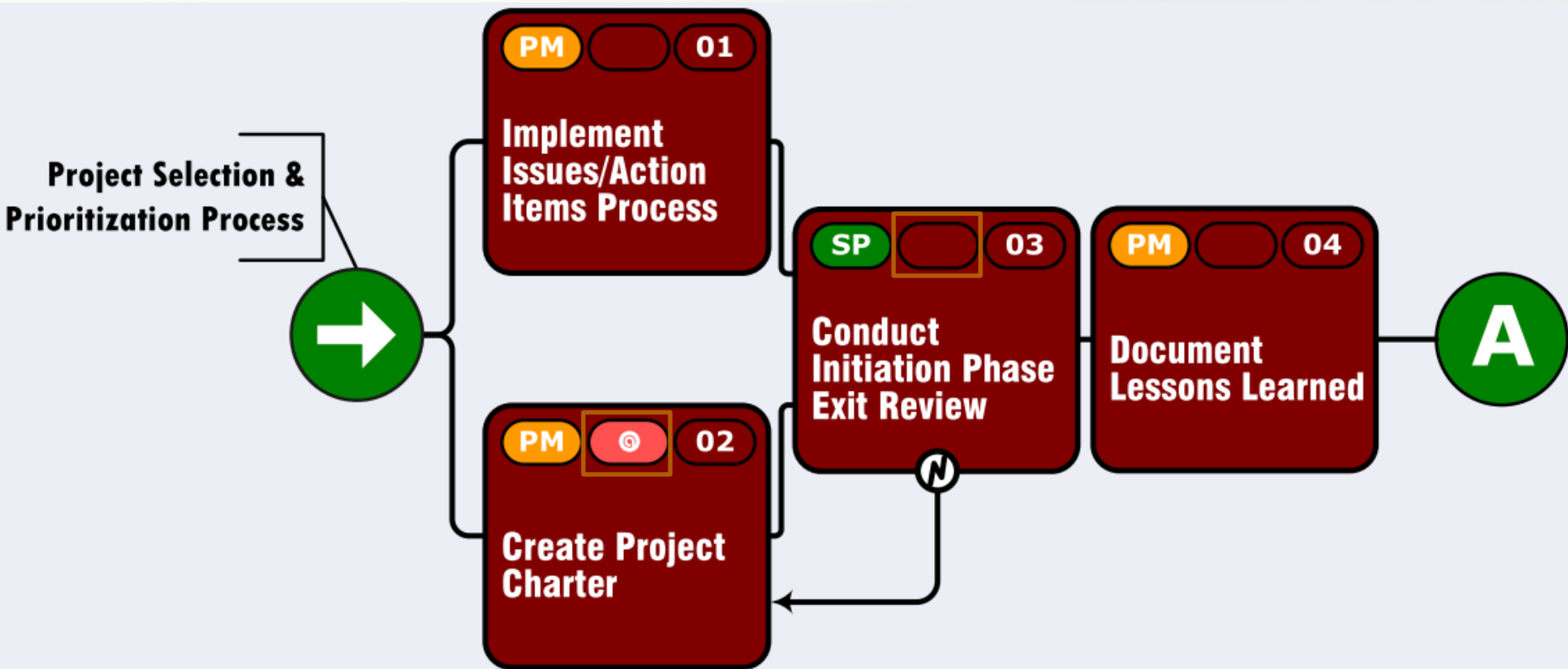


Hyperlink



Exception

Initiating



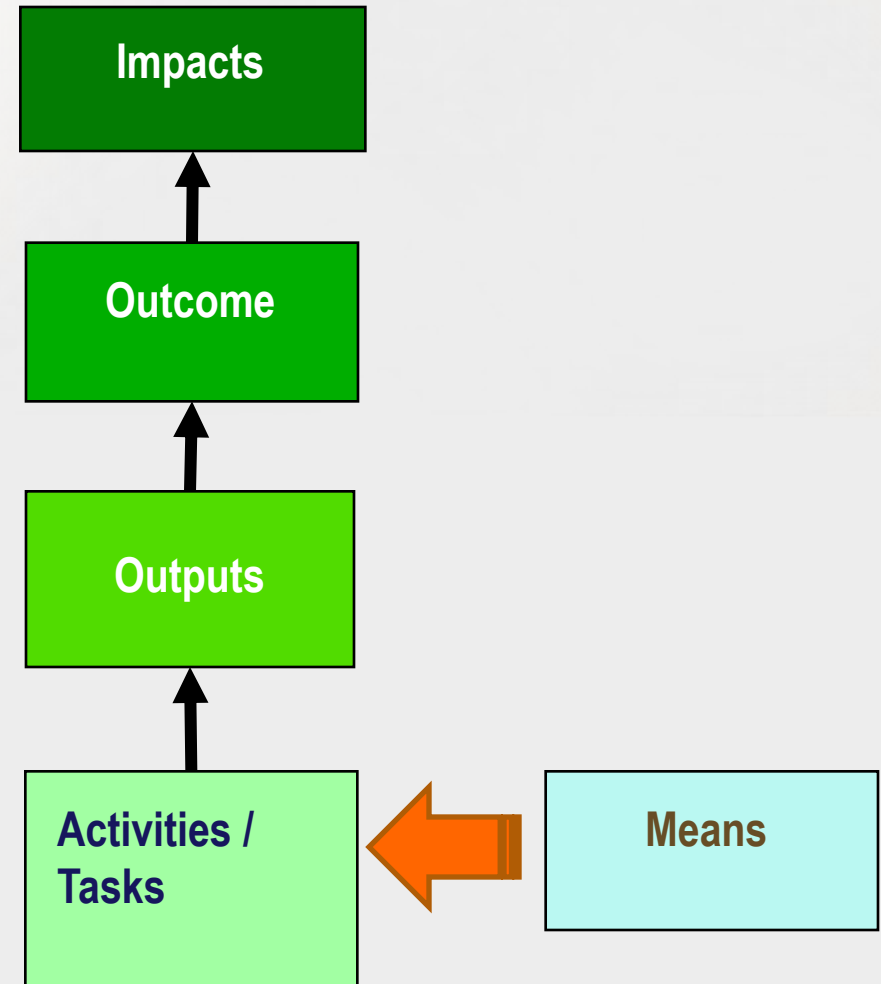
02: Objectives

High level objectives to which the project contributes

The project's central objective

The products of undertaken activities

Tasks executed as part of the project to produce the project's outputs



02: Project Team

- ✿ Project Manager
- ✿ Project Board/Steering Group Members
- ✿ Team Members

Defining Project Responsibilities

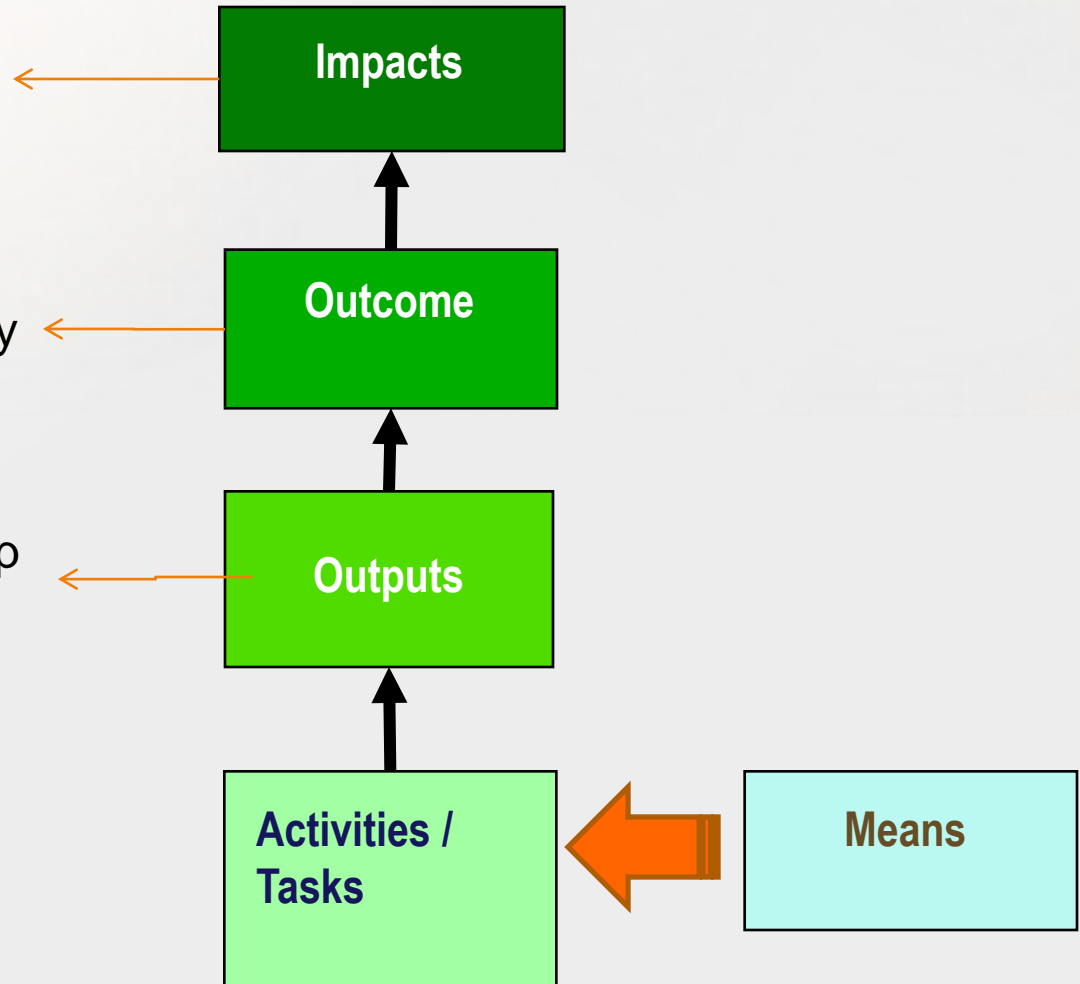
TASKS/ACTIVITIES	PERSONNEL							

02: Relevant Stakeholders

Beneficiaries: Benefit from the implementation of the project

Target groups: Group/entity who will be immediately and positively affected by the project

Project Partners: Those who help to implement the project



02: Stakeholder Analysis Tool

- ✚ Who should contribute

- ✚ Who is the target group?
- ✚ Who are the beneficiaries?
- ✚ Who are the project partners?

- ✚ Where assets and barriers might be

- ✚ Who might have a positive/negative impact on the project?

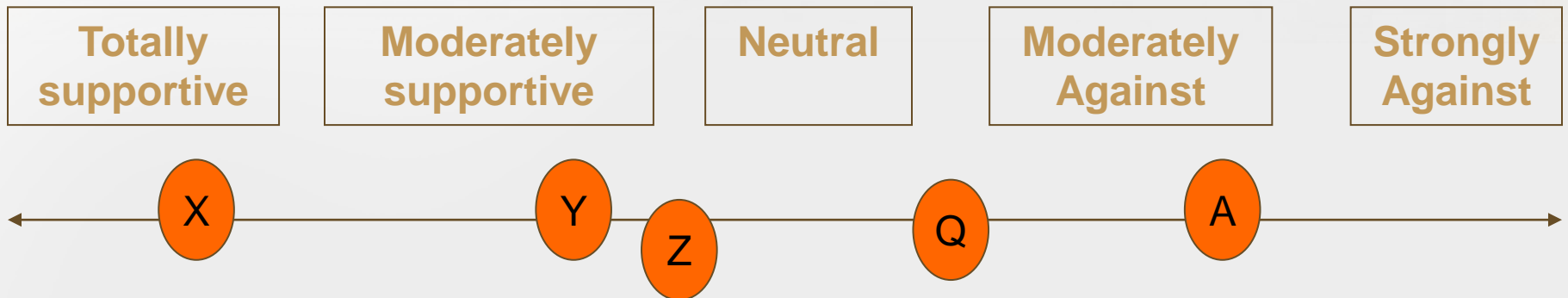
- ✚ Actions to be taken before detailed planning

- ✚ Manage expectations

02: Stakeholder Analysis Tool

-Identifying assets and risks

Stakeholder Support

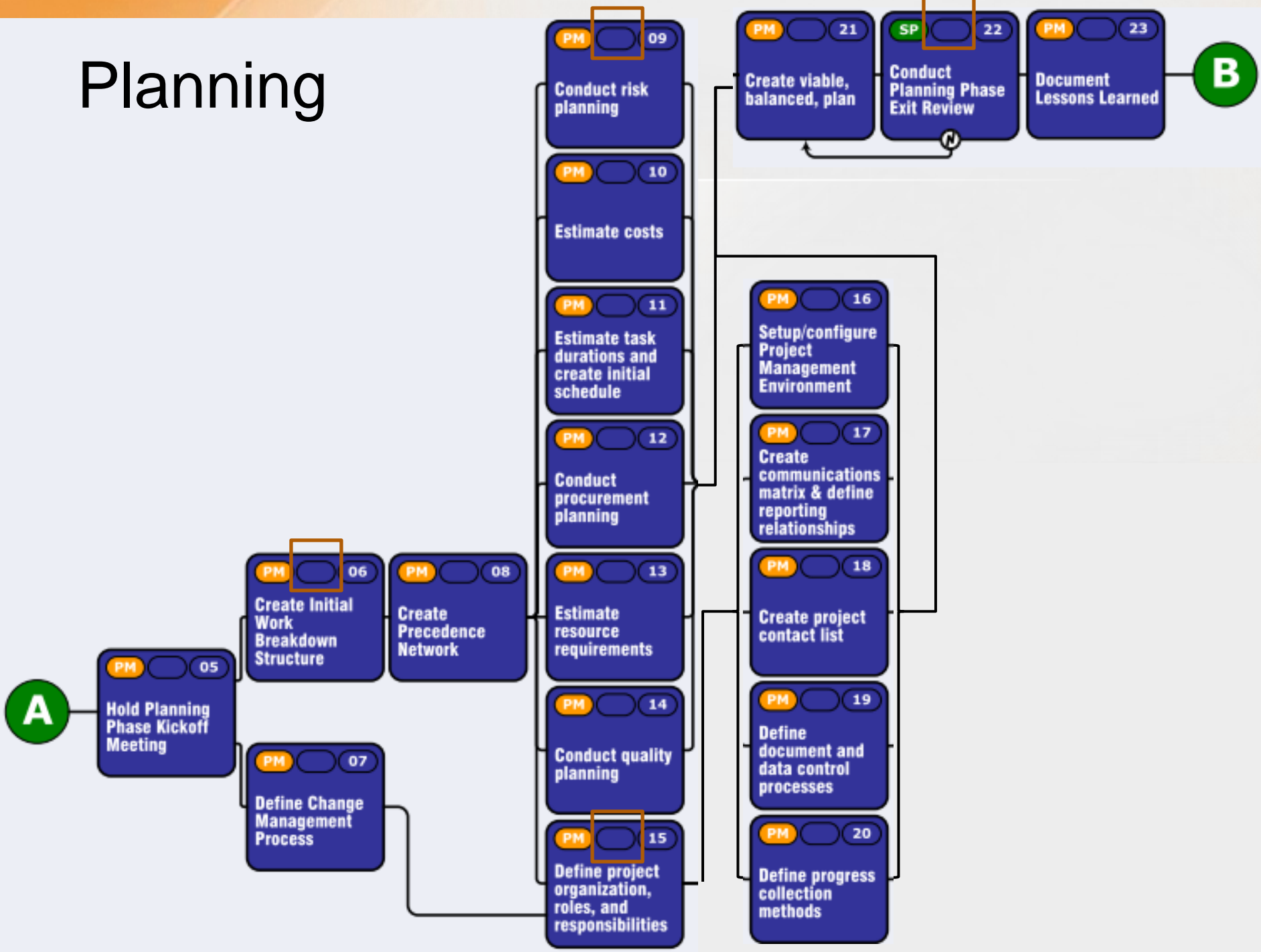


02: Stakeholder Analysis Tool

- Managing expectations

Stakeholder	Their interest / requirement	What the project needs from them	Perceived assets / risks	Actions to take

Planning



06: Work Breakdown Structure

- ✿ Identify the major task categories
- ✿ Identify _{sub}-tasks, and _{sub}-sub-tasks
- ✿ Use verb-noun to imply action to something

11: Milestones

- ✚ Important, clearly defined events in the course of a project
 - ✚ End of a task
 - ✚ Decision taken
 - ✚ End of a project phase
- ✚ Represent the project progress
- ✚ Should take place on a specific date
- ✚ Crucial to the success of the project

11: Milestone Chart

Milestone Chart

Main milestones/phases shown on higher chart, and sub-milestones for each phase on charts below

[illegible]

11: Milestone Report

Milestone Report

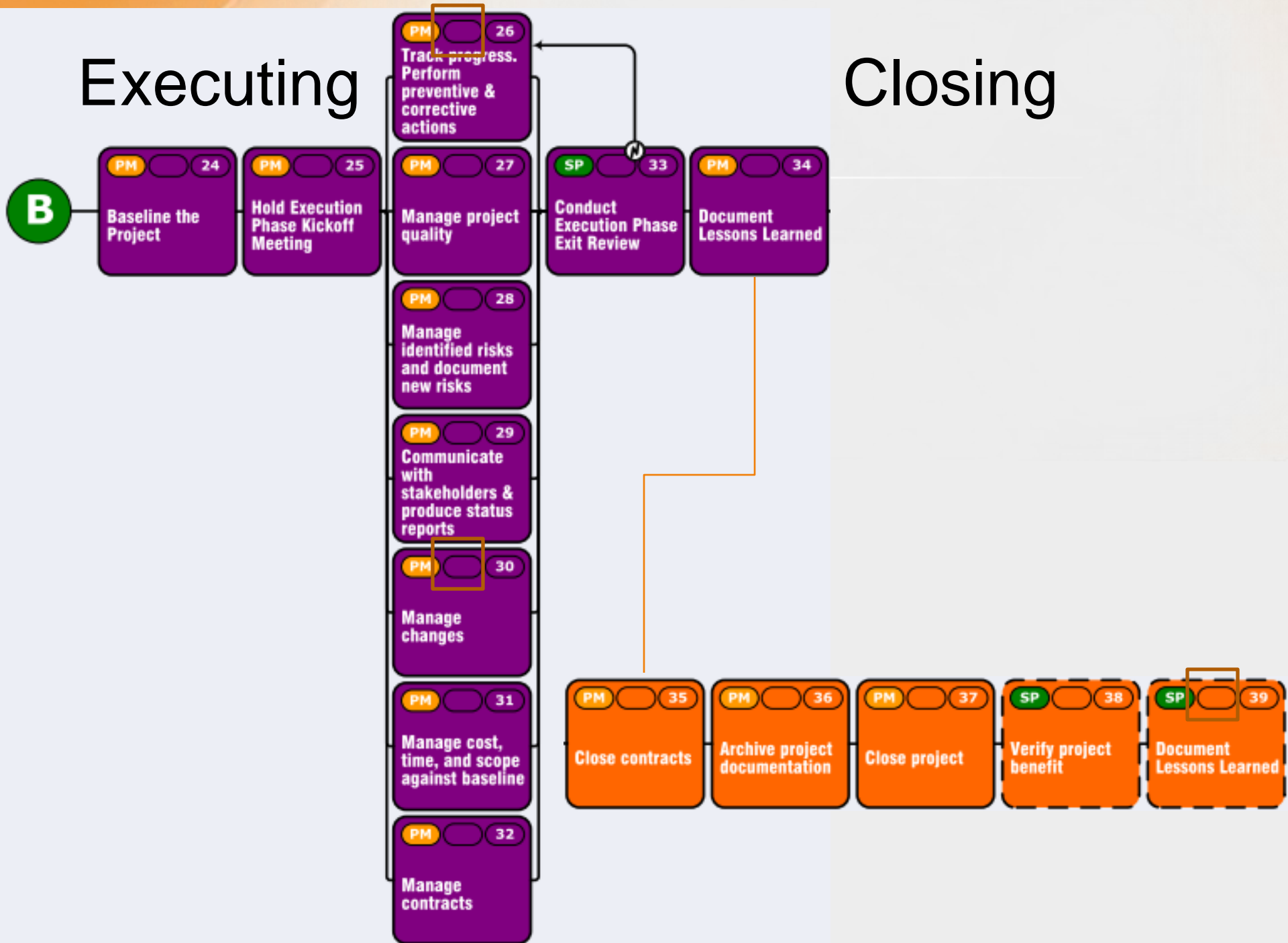
Project:

Date of Milestone meeting/discussion:

Deliverables due	Due date	R/A/G*	Action to take to bring deliverable or task back on schedule

Executing

Closing



- ✿ Issues and Action Items Management Database
- ✿ Project Control Phase Exit Review Checklist
- ✿ Project Team Member Peer Evaluation Form
- ✿ Project Selection Decision Matrix
- ✿ Project Portfolio Management Template
- ✿ Stakeholder Post Project Evaluation Form
- ✿ Post Implementation Survey
- ✿ Project Review and Closure Report