Project Management Overview

Start

Initiation

During the Project Initiating process documents are needed to define a new project, or a new phase of an existing project. Many times a feasibility study is performed or a business case created. These are considered to be a part of the project initiating process group since they are created prior to the start of a project. The most critical part of the initiation process is the project charter. The project charter formally authorizes a project, and once it's signed the project can then progress to the planning process.

Planning

The Project Planninng Process further clarifies the project's objectives and plans all of the activities necessary in order to meet the project's objectives and the scope for which the project was undertaken. Each project planning template provides document formatting, guidance on writing each section, standard content where it can be standardized along with sample text.

Execution

The Project Executing Process includes the processes to perform the work on the project according to the Project Management Plan. This includes managing people and resources to perform the activities defined in the Project Plan. Expense reporting and execution templates go here.

Monitoring and Controlling

Project Monitoring and Controlling Process Group includes the processes to ensure that the project is managed and executed according to the Project Plan. Project Monitoring and Controlling includes tracking, reviewing and managing the progress and performance of the project along with managing changes when required.

Closure

Project Closing Process consists of the processes to formally closeout the project. Once the closing process is completed the project manager has received acceptance from the project sponsor, conducted a post-project review, performed and documented lessons learned and archived all project related documents.

Finished