

A blurred office scene with several people in business attire. In the foreground, a man in a white shirt is looking down at something in his hands. To his right, another person is partially visible, also looking down. In the background, a man in a grey suit is seated, looking towards the camera. To his right, a man in a light blue shirt and tie is standing. A computer monitor is visible in the background. The overall atmosphere is professional and collaborative.

# **Project Management**



# Program Objectives

- ✓ Create an understanding of the basics of Project Management.
- ✓ Explore specifics of project management to apply to your projects.
- ✓ Share and create common language, tools, structures, and processes.
- ✓ Provide insights into virtually leading projects.



# Characteristics of a Project

(1 of 2)

- ✓ Includes a start and end time.
- ✓ Creates something new or fixes/improves something that already exists.
- ✓ Proposes and supports temporary change.

A woman is shown in profile, looking down at a device she is holding. The image is partially obscured by a curved, golden-yellow border on the left side of the slide.

# Characteristics of a Project

(2 of 2)

- ✓ Performed by people and teams.
- ✓ Constrained by resources or budget or schedule.
- ✓ Monitored and controlled.
- ✓ Initiated, planned, executed, and closed.



# Project Management



A woman is shown in profile, speaking into a microphone. She is wearing a light-colored top. The background is a solid light color.

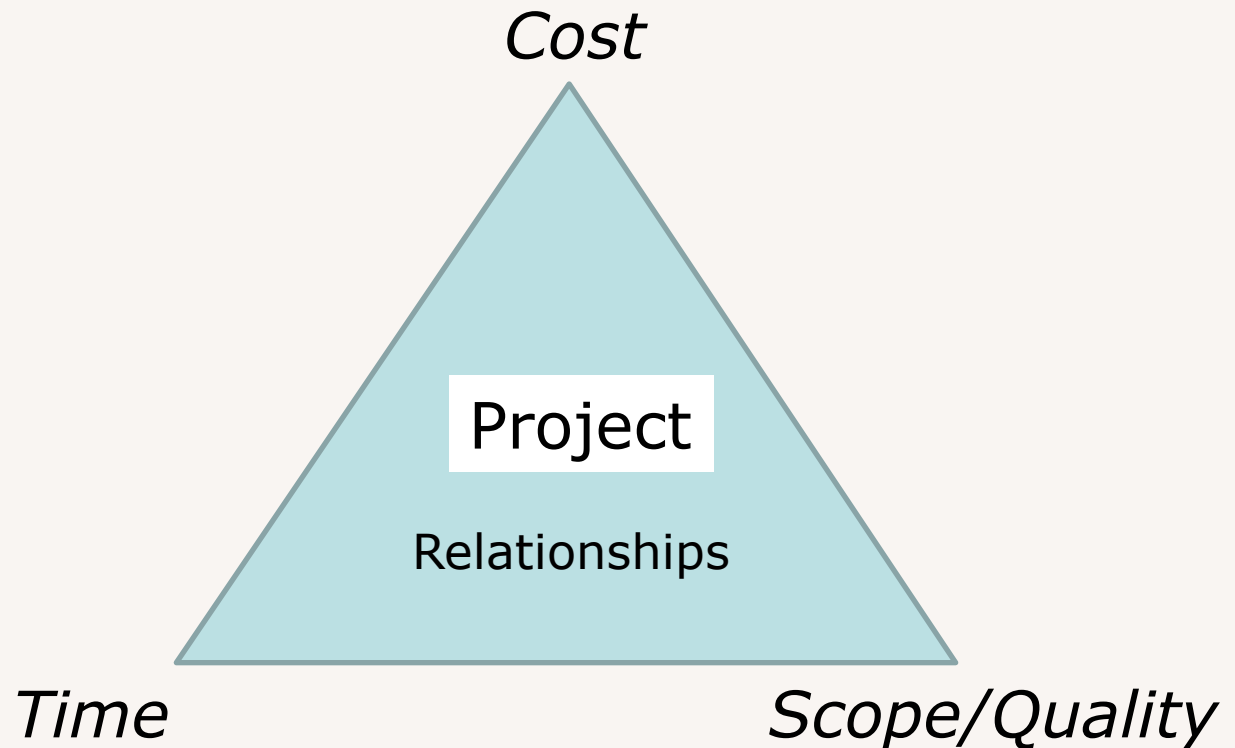
# Project Management Basics

Before developing a project, consider:

1. What is the objective?
2. Who is the audience?
3. What is the desired outcome?
4. What are the key elements of the project?
5. What is the timeframe?
6. Is there a budget?
7. Who is the sponsor?

# The Challenge of a Project

## "The Triple Constraint"





# The Role of Project Manager





# Connecting Projects with Strategy



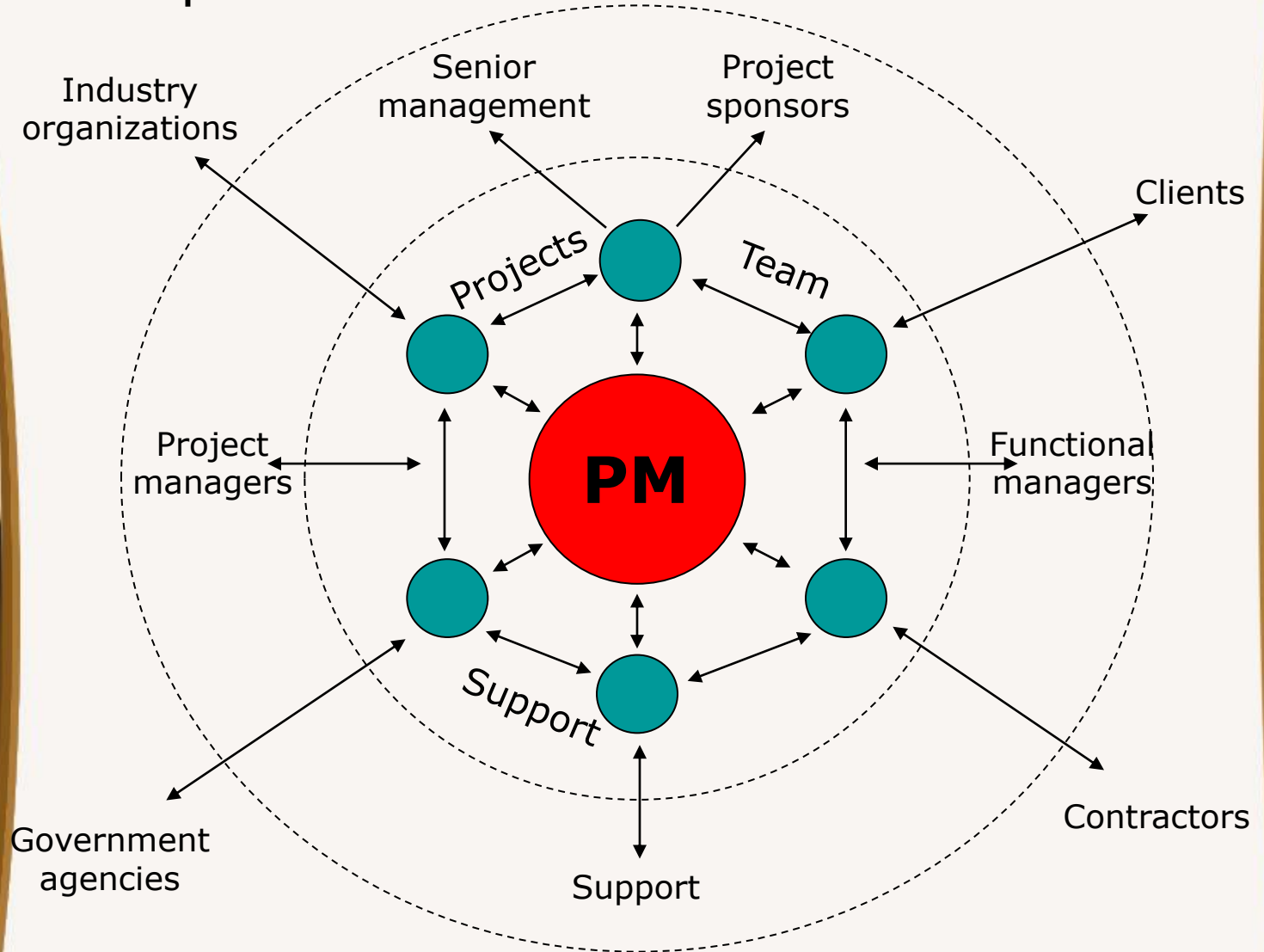
# Project Life Cycle

# Project Life Cycles: Samples

- ✓ Waterfall
- ✓ Circular
- ✓ Personal

# Stakeholders (3 of 4)

## Sample Web of Influence





# Building a Project Team



# Project Processes



A woman is shown in profile on the left side of the image, looking towards the right. She is holding a black object, possibly a microphone or a remote, near her mouth. The background is a light yellow wall.

# Download “**Project Management**” PowerPoint presentation at **ReadySetPresent.com**

**228 slides include:** the 7 characteristics of a project, the difference between projects, programs, and processes, 10 communication tips, 9 project management knowledge areas, 7 steps for the project management process, 4 stages of project lifecycles, 3 types of lifecycles, 7 points on stakeholders, 6 slides on organization structures, 5 slides on making virtual teams real, 14 slides on requirements, 7 slides on scheduling and estimating time, 5 checklist slides, how to's and much more.

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