Project Management

- Objectives:

Introduction to the project Management

Project Management process

Project selection process

Project types

It is temporary endeavor to achieve a goal

It is a group activity

- It is designed to produce unique product, service or results
- It is a temporary
- Has a defined beginning and end in time
- Has defined scope and resources
- It is unique and not a routine operation
- It is specific set of operation designed to accomplish goal. Project is collaborative effort
- It is an enterprise which involves research , or design to plan carefully to achieve a goal or aim.

Definition

- It is an undertaking or venture to accomplish the goal or objectives
- It is a set of interrelated jobs whose accomplishment leads to the completion of the project
- "Each and every project has a purpose or a goal, the accomplishment of which is used to measure the degree of success of the project on completion"

Stages of Project

- Four Stages of Project
- 1. Project identification and selection
- 2. Project planning and scheduling
- 3.Project Implementation
- 4. Project completion and handover to the end- user

Areas of Project Management Knowledge

- Integration
- Scope
- Time
- Cost
- Quality
- Procurement
- Human resources
- Communication
- Risk-management
- Stakeholder management

Project Management Process

- Project Management Process is the application of knowledge skills and techniques to design, execute project effectively.

- It is strategic competence for organizations to enable them to achieve the project results.

5 main project management processes

1. ## Project initiation

   Data collection is used and analyzed to assess the needs and requirements of client for analyzing, designing, structuring team and further for implementation

1. ## Project Planning

   - requires careful planning

   - involve paper work

   - detailed information and analysis helps to avoid the mistakes

   - involves preparation of the project plan

   - this is the active phase where project manager and team have to contribute to achieve the realistic project plan

Cont…

- - involves use of networking techniques, analysis, simulations and analytical models to identify the problems faced at every stage
- Major Activities are:
  - forming a project team
  - Project manager
  - Defining the scope of the project
  - Work breakdown
  - Scheduling
  - Project time & duration
  - Project cost assessment
  - Resources considerations and allocations

3. Project Execution or Implementation

The project team is designed and allocated with the specific task or assignments along with dead line or schedule

Each team member or responsible to carry the assignments and complete the task on the stipulated time

The reporting activities involves review of the meeting. These status and progress reports are collected on daily and weekly basis.

It tracks the effort and cost of the project to determine whether the projecting id progressing In the right direction or not

4. Control and Validation

Validation is a supporting activity which is implemented from the starting point i.e. first day to the last day of a project

Each and every activity, and delivery is defined by validation criteria.

5. Closeout and Evaluation

The acceptance of the project from the client where analysis and verification of the deliverables are done by the client.

Evaluation focuses on identifying the mistakes made by project team and taking necessary actions.

Project completion is the end of project. It includes-

-the disbanding the project team

- handing over the project to the user

-making final reports and accounting

-report writing

Project Selection

Selection is divided into three major activities. They are

    1. Project Identification

    2. Project appraisal

    3. Project selection

Project Management Tools

These tools can be specifically designed tools or regular productivity tools that can be adopted for project management work

1. Project plan
2. Milestone checklist
3. Gantt chart
4. Project management software
5. Project reviews
    1. Delivery reviews
    2. Score cards