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1. Suppose that as a project manager, you provide detailed plans and frequent project updates to both the team and stakeholders. What project management value does this represent?

0 / 1 point

- ☐ Effective communication
- ☐ Prioritization
- ☐ Optimism
- ☒ Delegation

✘ **Incorrect**
Please review [the video on the value of a project manager](#).

2. When budgeting a project, what is the responsibility of a project manager?

1 / 1 point

- ☒ Controlling costs to ensure more money isn't spent than what key stakeholders approved
- ☐ Creating a schedule so team members know when their task should be complete
- ☐ Using a productivity tool to share information across the team
- ☐ Setting a period of time for a team member to complete an activity

✔ **Correct**

3. As a project manager, you choose the best project management methodology for your team and ensure they adhere to it throughout the project. What project management responsibility does this represent?

1 / 1 point

- ☐ Collaborate with other teams at the organization.
- ☒ Help teammates adopt the right workflows and project management styles.
- ☐ Ensure that issues and risks are tracked and visible.
- ☐ Hold all team members accountable for their assigned tasks.

✔ **Correct**

4. How can a project manager better communicate goals and clarify those goals for a cross-functional team?

1 / 1 point

- ☐ Learn what makes team members feel supported and provide positive feedback.
- ☐ Record meeting notes and document how much work the team has completed.
- ☐ Ensure team members have the correct skill sets for each project task.
- ☒ Be direct and concise, avoiding extraneous details and explanations.

✔ **Correct**

5. You’re a project manager on a team that is improving a product. How can you enable your teammates to make decisions?

1 / 1 point

- ☐ Keep the task schedule vague and allow flexibility on deadlines.
- ☐ Limit communication with stakeholders to avoid their input until product launch.
- ☒ Provide data and feedback about how customers interact with the product.
- ☐ Require teammates to include stakeholders during brainstorming sessions.

☒ Correct

6. As a project manager, you learn that a teammate will be out sick for at least a week. They will be unable to complete their tasks, potentially causing the project to go past its deadline. Which work reallocation strategy can keep the project on schedule?

1 / 1 point

- ☐ Get leadership to approve overtime so the teammate can catch up on work when they return.
- ☒ Review the out-sick teammate’s tasks to determine which tasks have “float” and figure out where the order of tasks can be changed or resources can be juggled.
- ☐ Distribute all of the out-sick teammate’s tasks evenly among team members
- ☐ Have teammates work longer hours to get their tasks done and then do the out-sick teammate’s tasks

☒ Correct

7. A project manager's ability to guide teammates to complete their assigned work without acting as their direct managers is called _____.

1 / 1 point

- ☐ conflict mediation
- ☐ adjusting interpersonal dynamics
- ☒ influencing without authority
- ☐ understanding motivations

☒ Correct

8. As a project manager impacting an organization, you want to *build a great team*. Which of the following would a project manager do to *build a great team*? Select all that apply.

0.75 / 1 point

- ☒ Communicate the impacts of each process within the project to the team.

☒ This should not be selected

- ☐ Address the team’s needs whenever it’s most convenient for the project manager’s schedule.
- ☒ Bring on people with the right skills.

☒ Correct

- ☒ Ensure the team knows that each individual is valued, trusted, and appreciated.

☒ Correct

9. Which of the following are examples of internal customers? Select all that apply.

1 / 1 point

- ☐ Suppliers
- ☒ Team members

✔ Correct

✔ Organizational departments

✔ Correct

✔ Management

✔ Correct

10. As a project manager, how can you protect the team from changes to the project? Select all that apply.

0.75 / 1 point

✔ Let the stakeholders know how changes impact the budget and schedule.

✔ Correct

✔ Document initial expectations of the project.

✔ Correct

☐ Limit communication outside the team once the project begins.

☐ Clearly identify any project changes.

You didn't select all the correct answers

11. Yui is a project manager working for a clothing company developing a new line of winter sleepwear. Which of the following is necessary for Yui to manage this project effectively?

1 / 1 point

☐ Yui must know every single detail about the project at all times.

☐ Yui must directly manage her team members while they do their tasks.

☐ Yui must be able to do the things that each of her team members can do.

☒ Yui must ensure team members understand their objectives and have what they need to be successful in their tasks.

✔ Correct