

## **Management Essentials**

# Project Management Sample Slides



## **Project Management Process**

Planning	<ul> <li>Project Definition, Scope, Buy-ins</li> </ul>	
Mechanics of	<ul> <li>Tools: Work Breakdown Structure (WBS)</li> </ul>	
putting together a plan	• GANTT, PERT, etc.	
Tracking plan progress	<ul> <li>Communicate and follow-up</li> </ul>	
Complete project	<ul> <li>Managing and control</li> </ul>	



## Nine knowledge areas

#### Four <u>core</u>

 knowledge areas lead to specific project objectives (scope, time, cost, and quality)

## Four <u>facilitating</u>

 knowledge areas are the means through which the project objectives are achieved (human resources, communication, risk, and procurement management

## One integration

 knowledge area (project integration management) affects and is affected by all of the other knowledge areas

## **Tools and Techniques**



#### Scope Management

- "Terms" of reference
- Scope statements
- Work breakdown structures
- Statements of work
- Requirements analyses
- Scope management plans
- Scope verification techniques
- Scope change controls

## **Tools and Techniques**

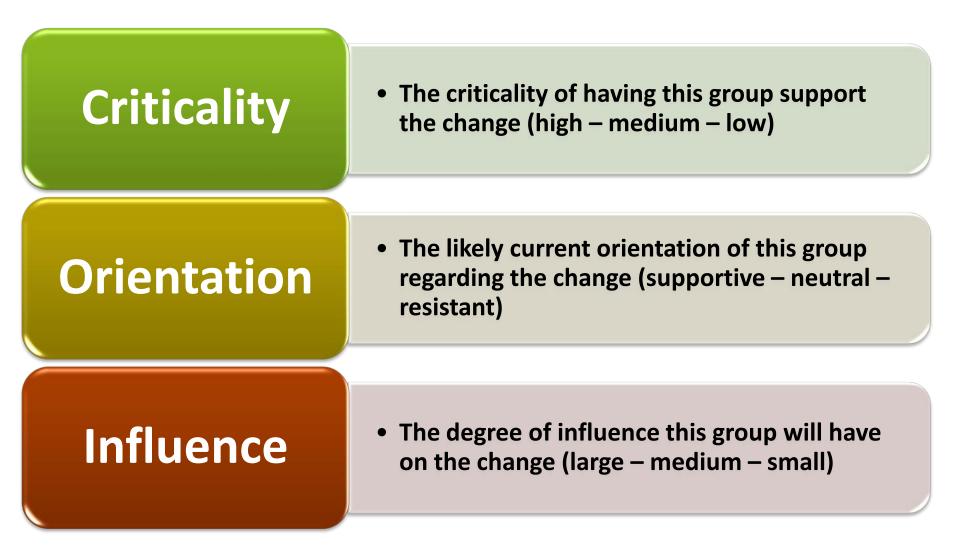


#### Integration Management

- Project selection methods
- Project management methodologies
- Stakeholder analyses
- Project charters
- Project management plans
- Project management software
- Change requests
- Change control boards
- Project review meetings
- Lessons-learned reports



## **Stakeholder Analysis: 3 issues**



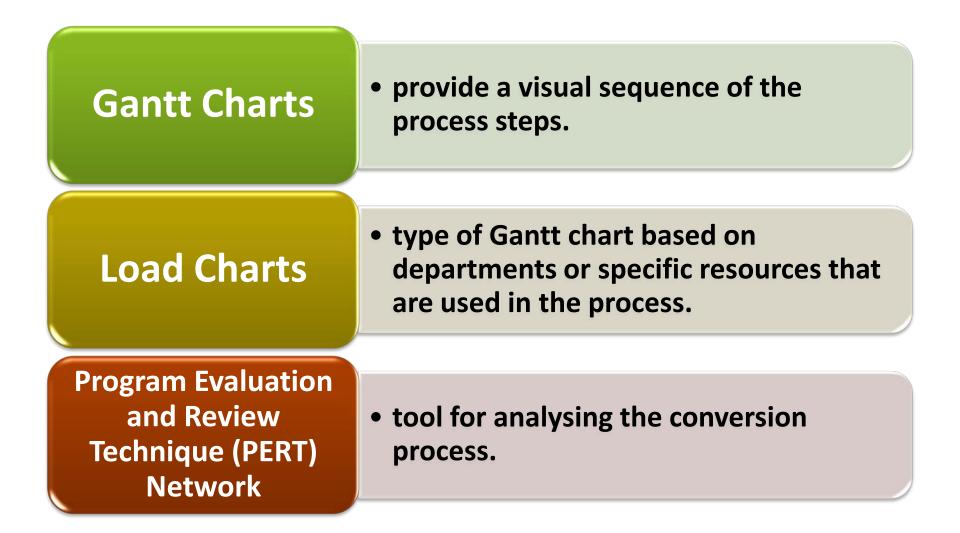
# Communications plan exercise 💥 Training



Communication	Format	Frequency	Distribution
Team Briefing			
Weekly Web Bulletin			
Technical Incident			
Report			
Budget and Schedule			
Detail			
Accomplishments and			
Setbacks			
Schedule Milestones			
Cost-to-Date Milestones			
Current Top 5 Risks			



#### **Planning - Process Design Tools**



#### **Reasons for Making**



Cost concerns	Desire to expand the manufacturing focus	Need of direct control over the product	Intellectual property concerns
Quality control concerns	Supplier unreliability	Lack of competent suppliers	Volume too small to get a supplier attracted
Reduction of logistic costs (shipping etc.)	To maintain a backup source	Political and environment reasons	Organisational pride

### **Reasons for Buying**



## Lack of technical experience

Supplier's expertise on the technical areas and the domain

# Cost considerations

# Need of small volume

Insufficient capacity to produce in house

Brand preferences

Strategic partnerships