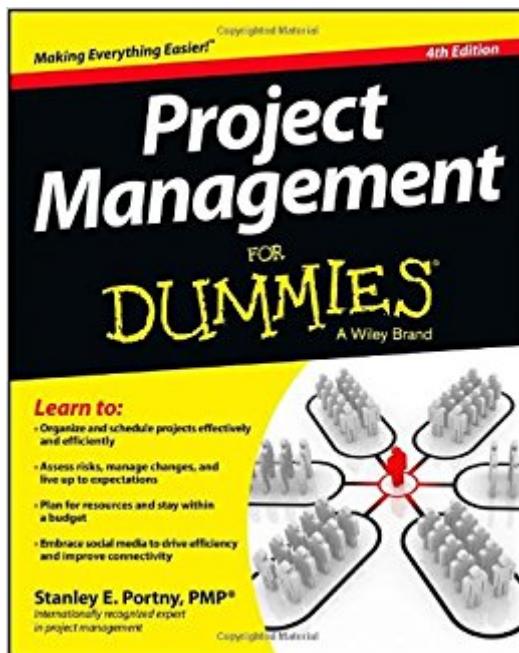


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# Project Management For Dummies



## **Synopsis**

The bestselling "bible" of project management In today's time-crunched, cost-conscious global business environment, tight project deadlines and stringent expectations are the norm. Now with 25 percent new and updated content, Project Management For Dummies introduces you to the principles of successful project management and shows you how to motivate any team to gain maximum productivity. You'll learn how to organize, estimate, and schedule projects efficiently and effectively. You'll also discover how to manage deliverables, issue changes, assess risks, maintain communications, and live up to expectations by making the most of the latest technology and software—•and by avoiding common problems that can trip up even the best project managers. The latest information on measuring project management ROI and value to the organization (and customers) Managing Continuous Process Improvement Examples of formats used for different aspects of project management Managing distressed projects and managing multiple team projects Hierarchical decomposition and how it can dramatically improve the effectiveness of project planning and control The latest trend of embracing the use of social media to drive efficiency and improve socialization New information on managing and resolving conflicts that occur during a project Explanations of concepts tested in the PMP® certification exam with study tips and practices to help you pass Project Management For Dummies gives professionals like you everything you need to be successful project managers. (PMI, CAPM, PMP, and Project Management Professional are registered marks of the Project Management Institute, Inc.)

## **Book Information**

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## **Customer Reviews**

Learn to: Organize and schedule projects effectively and efficiently Assess risks, manage changes, and live up to expectations Plan for resources and stay within a budget Embrace social media to drive efficiency and improve connectivity Execute projects on time, on budget, and with maximum efficiency In today's time-crunched, cost-conscious global business environment, tight project deadlines and stringent expectations are the norm. So what does it take to succeed? This hands-on guide introduces you to the principles of project management and shows you how to put them to use so you can successfully manage a project from start to finish. And if you're studying for the Project Management Professional® certification exam, you can rest easy knowing that this book is aligned with the guide that's the basis for the exam. Project Management 101; find out how to identify the people who will play a role in your project, clearly define your project's proposed results, and determine your project's work The when and how; discover how to develop the project schedule, estimate the resources you need, and recognize and manage project risks Be a people person; grasp how to identify, organize, and deal with people who play a part in your project's success From start to finish; get the scoop on how to monitor, track, analyze, and report on your project's activities, and establish and maintain effective communications between you and all your project audiences Take it to the next level; get to know the technology available to help you plan, organize, and control your project Open the book and find: Help for defining your project's goals and expectations How to be a better project manager Guidelines for knowing your project's audience Tips for breaking your project work into manageable pieces The latest methods for determining and managing resources How to get your project back on track if it runs into problems Hints for providing effective leadership

Stanley E. Portny is a project management consultant and a certified Project Management Professional (PMP®). He has provided training and consultation to more than 150 public and private organizations, and he has developed and conducted training programs for more than 50,000 management and staff personnel.

The book is fine for people who want a low level understanding of project management but you will not go into a PMP profession or pass the exam with this.

This is a great intro that can be used as a reference. Easy-to-read with cross-ref to PMBOK, and gives you basic ammo as to why certain steps are necessary. I wish I had read this before so I could have been stronger with influencing my management on things. Most importantly PM is not

just a list of steps or framework to follow but a kind of thinking you need to make your project a success. The framework is only there to help you get there.

If you're looking to manage a team of people to achieve a shared objective, this book is a bible to achieve just that.

Great product for those starting out, or who need a quick refresh!

Great book. Very well laid out. Plenty of detail. More than can be absorbed on a first pass. This one will stay in the library and be used as reference material.

I aint no dummy anymore

Book was fine, shipping took longer than expected

Purchased this and the "New One Page Project Manager" which is a bit more detailed, but the For Dummies gives the best overview and buy in.

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