



PROJECT MANAGEMENT FOR NON-PROJECT MANAGERS

Project Management For Non Project Managers

Harold Kerzner



Project Management For Non Project Managers:

Project Management for Non-Project Managers Jack Ferraro, 2012-04-18 This practical guide reveals the project management methodology and processes that will give you the advantage to ensure your projects success and advance organizational goals As a seasoned project management consultant and instructor for the American Management Association author Jack Ferraro has gained years of experience bridging the gap between project managers and functional managers to help countless teams improve their performance In this book he demystifies the jargon and processes of project management encouraging functional managers to jump into the PM arena and arming them with step by step guidelines for mastering the most critical PM skills In Project Management for Non Project Managers you will discover business analysis techniques work breakdown structures program sequencing techniques and risk management methods Great managers are experts at getting bottom line results but often do not understand their role in the success or failure of their organization s projects As projects become more strategic and collaborative managers with even basic project management knowledge are most capable of keeping projects business focused By switching gears from passive bystander to active owner of project strategies you ll keep your team s projects on track and as a result increase their business value

Project Management for Non-Project Managers Sorin Dumitrascu, 2018-01-21 Organizations are developing project managers from within more and more Employees who are proficient in their area of expertise are being asked to take on project management This book explores the basic concepts and fundamentals of project management Project management process The first lesson focuses on the project management process highlighting the importance of effective project management who s involved with projects and an introduction to the four phases of the project management process Project manager role The second lesson focuses on the project manager role highlighting typical roles a project manager must fill to be successful the value of the project manager how to deliver the right amount of project management and how to manage small to medium projects This book will provide individuals who are not professional project managers with the knowledge required to build a solid understanding of the fundamentals of project management helping them transition to the role of project manager Today s business world is a complex and rapidly changing place Organizations and individuals cannot survive without accepting and embracing change Change involves your situation something is different a bigger office a new colleague the reorganization of staff responsibilities Transition involves a journey it is the process of disengagement transformation and acceptance of change Put simply change is the event and transition is the process that takes you there While it is important to know the terms concepts techniques and skills that are involved in project management it is even more important to be able to put these to work on the job A project manager is expected to deal with intangible issues such as human dynamics establishing authority and managing people and expectations This often requires a complex balance of personal and practical skills Project management is about the management of people but it is also about managing the way an organization works and the way the people

within it work As a project manager you will need to realize that people are inseparable from process It is not only practical skills but leadership ability management skills and the ability to communicate that are imperative to successful projects Benjamin Franklin wrote For want of a nail the shoe was lost for want of a shoe the horse was lost and for want of a horse the rider was lost being overtaken and slain by the enemy all for want of care about a horseshoe nail A small problem overlooked in the early stages of project management can grow to be a critical failure in the later stages The Initiating and Planning phases of project management are vital to the success of the project Without the proper tools and information effective project management is impossible Imagine what would happen if the head chef of a busy restaurant didn't have the right ingredients for the evening menu What do you think would happen if she didn't have a plan for efficiently preparing all of the meals during the supper rush If you don't initiate your project properly you might not have everything you need to meet your goals And if you don't plan your project well you might not meet your goals on time or at all This book examines the importance of properly initiating and planning a project and explores ways to make your initiating and planning efforts more effective Your project plan is complete Tasks are clearly outlined the schedule is in place and the money is budgeted to the cent You're getting ready to dig in and start the actual work You're feeling confident that the project is going to go exactly as planned How could anything go wrong Managing is the third phase of project management You may be tempted to think now that the planning is over the rest of the project will be easy

Project Management Skills for Non-Project Managers

Integrity Training, 2018 The Project Management Skills for Non-Project Managers course teaches the key project management concepts to the professionals who are not project managers by job role but are required to undertake a project for their organization The course assumes that the candidates have a closely related job to project management and fully understand a company's products and quality requirements The course will assist the candidates to gain project management knowledge along with the product knowledge which they already have and resultantly enable the candidates to work as successful and accomplished project managers within their organizations The course is designed for those professionals who are not professional project managers but are required to learn the fundamentals of project management due to organizational requirements The course helps the candidates to learn how to incorporate established project management processes into the organization making the most of their skills and experience and allowing employers to develop management and leadership skills PMI Project Management Institute Project Management Professional PMP PMP Certified Associate in Project Management CAPM CAPM PMI Agile Certified Practitioner PMI ACP PMI ACP PMI Risk Management Professional PMI RMP PMI RMP PMBOK PgMP PULSE OF THE PROFESSION THE PMI TALENT TRIANGLE and The PMI REP Logo are registered marks of the Project Management Institute Inc

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A Project Manager's Guide to Passing the Project Management (PMP) Exam Brent W Knapp Pmp, 2010-02-03 Apply your project management skills to the unique challenges of information technology IT projects with strategies developed in the field by experienced IT project managers Discover critical success factors and hidden risks and get proven cost effective solutions This book addresses all areas of IT project management hardware software systems integration and human resources In addition the book addresses the role of the project manager at each phase of the project life cycle and helps you to gain the foundation experience techniques and tools to manage each stage of your project You will learn techniques to set goals tied directly to stakeholder needs get the most from your project management team and utilize project management tools to get work done on time and within budget Designed for both new and veteran project managers this book extends traditional project management concepts into the IT arena You'll gain an understanding of the strategies and skills necessary to manage IT projects of any size

What Functional Managers Need to Know About Project Management International Institute for Learning, Harold Kerzner, Frank P. Saladis, 2011-11-29 Discover how functional managers can apply the Kerzner Approach to project management As a functional manager today you need to become more involved in project management That doesn't mean you need to become a project manager but rather you need to know how to perform specific project related tasks work with project team members understand each other's priorities and problems and resolve issues jointly Now here's the book that gives you everything you need to know about your role in project management clearly and succinctly Based on principles set forth in the bestselling Project Management A Systems Approach to Planning Scheduling and Controlling Tenth Edition this easy to follow guide focuses on the pivotal role you play as an executive in project management It introduces the acclaimed Kerzner Approach demonstrating how it empowers functional managers with the skills needed to ensure that projects are completed successfully on time and on budget The International Institute for Learning Wiley Series in Project Management features the most innovative tested and proven approaches to project management all explained in clear straightforward language The series offers new perspectives on solving tough project management problems as well as practical tools for

getting the job done Each book in the series is drawn from the related IIL course and is written by noted project management experts

The Practice and Theory of Project Management Richard Newton, 2019-11-05 Managing projects a prominent feature of working life inevitably involves change at some level Even though successful project management depends on organisational change textbooks often fail to recognise this symbiotic nature This book offers students a practical understanding of the strategic and organisational role of projects

Advanced Project Management Harold Kerzner, 2003-12-01 ADVANCED PROJECT MANAGEMENT AUTHORITATIVE STRATEGIES FOR IMPLEMENTING PROJECT MANAGEMENT Senior managers at world class corporations open their office doors to discuss case studies that demonstrate their thought processes and actual strategies that helped them lead their companies to excellence in project management in less than six years Following the Project Management Institute's Body of Knowledge PMBOK industry leaders address Project risk management Project portfolio management The Project Office Project management multinational cultures Integrated project teams and virtual project teams

Advanced Project Management F. L. Harrison, Dennis Lock, 2004 Most of the chapters from the previous edition remain but another nine chapters have been added to this fourth edition as well as new illustrations The focus is still on a painstaking and logical approach to the structural aspects of managing projects

Mastering the Art of Simple Project Management Solomon Khumalo, 2025-04-03 Mastering the Art of Simple Project Management For Non Project Managers in Construction is a comprehensive and accessible guide designed to empower construction professionals who are new to project management or taking on increased responsibilities Author Solomon Khumalo a respected entrepreneur business consultant and project management expert with over two decades of experience in the construction mining and industrial consulting arenas shares his invaluable insights to simplify project management principles This book recognises the unique challenges faced by individuals in the construction industry who often manage projects without formal training It provides practical easy to follow advice on everything from defining project basics and setting clear goals to planning tasks managing resources fostering teamwork and closing projects effectively You ll discover how to navigate the complexities of construction projects avoid common mistakes and apply project management skills to your daily work and beyond Mastering the Art of Simple Project Management is more than just a theoretical overview it's a toolbox of actionable strategies to help you achieve project success enhance your career and improve your overall effectiveness

Unveiling the Magic of Words: A Overview of "**Project Management For Non Project Managers**"

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Table of Contents Project Management For Non Project Managers

1. Understanding the eBook Project Management For Non Project Managers
 - The Rise of Digital Reading Project Management For Non Project Managers
 - Advantages of eBooks Over Traditional Books
2. Identifying Project Management For Non Project Managers
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Project Management For Non Project Managers
 - User-Friendly Interface
4. Exploring eBook Recommendations from Project Management For Non Project Managers
 - Personalized Recommendations
 - Project Management For Non Project Managers User Reviews and Ratings
 - Project Management For Non Project Managers and Bestseller Lists

5. Accessing Project Management For Non Project Managers Free and Paid eBooks
 - Project Management For Non Project Managers Public Domain eBooks
 - Project Management For Non Project Managers eBook Subscription Services
 - Project Management For Non Project Managers Budget-Friendly Options
6. Navigating Project Management For Non Project Managers eBook Formats
 - ePub, PDF, MOBI, and More
 - Project Management For Non Project Managers Compatibility with Devices
 - Project Management For Non Project Managers Enhanced eBook Features
7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Project Management For Non Project Managers
 - Highlighting and Note-Taking Project Management For Non Project Managers
 - Interactive Elements Project Management For Non Project Managers
8. Staying Engaged with Project Management For Non Project Managers
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Project Management For Non Project Managers
9. Balancing eBooks and Physical Books Project Management For Non Project Managers
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Project Management For Non Project Managers
10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
11. Cultivating a Reading Routine Project Management For Non Project Managers
 - Setting Reading Goals Project Management For Non Project Managers
 - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Project Management For Non Project Managers
 - Fact-Checking eBook Content of Project Management For Non Project Managers
 - Distinguishing Credible Sources
13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
- Exploring Educational eBooks

14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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