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	Autore	Verzuh Eric
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	Nota di contenuto	The Fast Forward MBA in Project Management; Contents; Acknowledgments; About the Author; Preface; Downloadable Forms; Part 1: Introduction; Chapter 1-Project Management: The Key to Thriving in the New Project-Driven World; Introduction; The Art and Science of Project Leadership; The Practical Foundation for Successful Projects: How This Book Will Help You; Project Management Relies on Other Disciplines; End Point; Stellar Performer: OrthoSpot; Stellar Performer: PM4NGOs; Chapter 2-Foundation Principles of Project Management; Introduction; Projects Require Project Management
		The Challenge of Managing ProjectsThe Evolution of a Discipline; The Definition of Success; Project Management Functions; Project Life Cycle; Organizing for Projects; Project Managers Are Leaders; End Point; Stellar Performer: Seattle Children's Hospital and Regional Medical Center; PMP Exam Prep Questions; Part 2: Defining the Project; Chapter 3-Know Your Key Stakeholders and Win their Cooperation; Introduction; Stakeholders Are the Heart of a Successful Project; Stakeholder Roles: Project Manager; Stakeholder Roles: Project Team; Stakeholder Roles: Management
		Stakeholder Roles: The CustomerStakeholder Roles: Representatives of

External Constraints; Stakeholder Roles: Advocates, Opponents, and Innocent Bystanders; Make Stakeholder Identification a Repeatable Process; Lead the Stakeholders; End Point; Fast Foundation in Project Management; PMP Exam Prep Questions; Chapter 4-Write the Rules: Five Key Documents to Manage Expectations and Define Success; Introduction; Project Rules Are the Foundation; Publish a Project Charter; Write a Statement of Work; Statement of Work: Minimum Content; Responsibility Matrix; Creating a Communication Plan
The Project Proposal Launches the ProjectEnd Point; Fast Foundation in Project Management; PMP Exam Prep Questions; Part 3: The Planning Process; Chapter 5-Risk Management: Minimize the Threats to Your Project; Introduction; All Project Management Is Risk Management; The Risk Management Framework; Step One: Identify the Risks; Step Two: Analyze and Prioritize the Risks; Step Three: Develop Response Plans; Step Four: Establish Contingency and Reserve; Step Five: Continuous Risk Management; Unexpected Leadership; End Point; Fast Foundation in Project Management
Stellar Performer: Washington State Department of TransportationPMP Exam Prep Questions; Chapter 6-Work Breakdown Structure: Break Your Project into Manageable Units of Work; Introduction; Defining the Work Breakdown Structure; Building a Work Breakdown Structure; Criteria for a Successful Work Breakdown Structure; Work Package Size; Planning for Quality; Breaking Down Large Programs; WBS Guidelines Vary; Contractors or Vendors Can Provide a WBS; End Point; PMP Exam Prep Questions; Chapter 7-Realistic Scheduling; Introduction; Planning Overview; Planning Step Two: Identify Task Relationships
Planning Step Three: Estimate Work Packages

| Sommario/riassunto | "An updated and revised edition of the bestselling guide to managing projectsFor any professional responsible for coordinating projects among different departments, across executive levels, or with technical complexity, The Fast Forward MBA in Project Management offers comprehensive instruction on how to deliver on time and on budget. Get the step-by-step advice you need to find the right sponsor, clarify objectives, and set realistic schedules and budget projections. This Fourth Edition of the 200,000-copy bestseller now covers critical new topics including: software and IT projects, agile techniques, and project selection.Perfect for beginners or experienced managers needing to bring their systems up to date, The Fast Forward MBA in Project Management allows readers to extract maximum information in minimum time. The most comprehensive introduction to project management, updated to reflect changes in the business environment over the past few years Full of downloadable forms and spreadsheets to help you implement the techniques in the book Offers updated advice on getting the most from Microsoft Project "-- |

2. **Record Nr.**   UNISA996210566703316

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