The Foundations of Project Management

The Five Phases of Project Management

- Define goals/specifications  INITIATION
- Plan the project  PLANNING
- Schedule the project  EXECUTION
- Manage the project  CONTROL
- Finish the project  CLOSING

I believe there is a sixth Phase

- Maintenance and On-going Support
Components of Project Initiation

- Review project charter
- Set initial project objectives and scope
- Define project scope
- Define project objectives
- Define project benefits
- Identify sources of business knowledge
- Prepare preliminary project timeline
- Determine preliminary project costs
- Establish business user participation
- Identify source of project funding - $$ and people
- Decide whether to continue the project
- Scope planning
- Scope definition
Components of Project Planning

- **Initiation**: Begin to prepare the project plan, review goals and objectives, identify what strategies need to be considered.
- **Planning**: Identify specific activities, define each activity, sequence of activities, estimate activity duration.
- **Execution**: Develop schedule, develop risk management plan, determine resource needs, determine resource costs.
- **Control**: Allocate overall cost budget to individual resources.
- **Closing**: Finalize the project plan.
Components of Project Execution

- **Initiation**: Perform the tasks and activities from the plan
- **Planning**: Evaluate overall performance to ensure quality standards are being met
- **Execution**: Develop individual and team skills to enhance project performance
- **Control**: Distribute project information to stakeholders in a timely manner
- **Closing**: Obtain quotes, bids, and offers, or proposals as needed
- **Initiation**: Select potential partners and outsource vendors (seller)
- **Closing**: Manage the relationship with the seller
Components of Project Control

- Coordinate change control across the entire project
- Verify the scope
- Control changes to the project scope
- Control changes to the project schedule
- Control changes to the project budget
- Monitor specific project results to determine if they comply with relevant quality standards
- Disseminate performance information
- Monitor and control project risks
Components of Project Close Out

- Closeout all contracts
- Administrative closure – generate, gather, and disseminate all information to formalize project completion
- Document all lessons learned
- Document best practices
- Create file system for all project documentation

Process Groups

Project Management

Initiation

Planning

Execution

Controlling

Closing