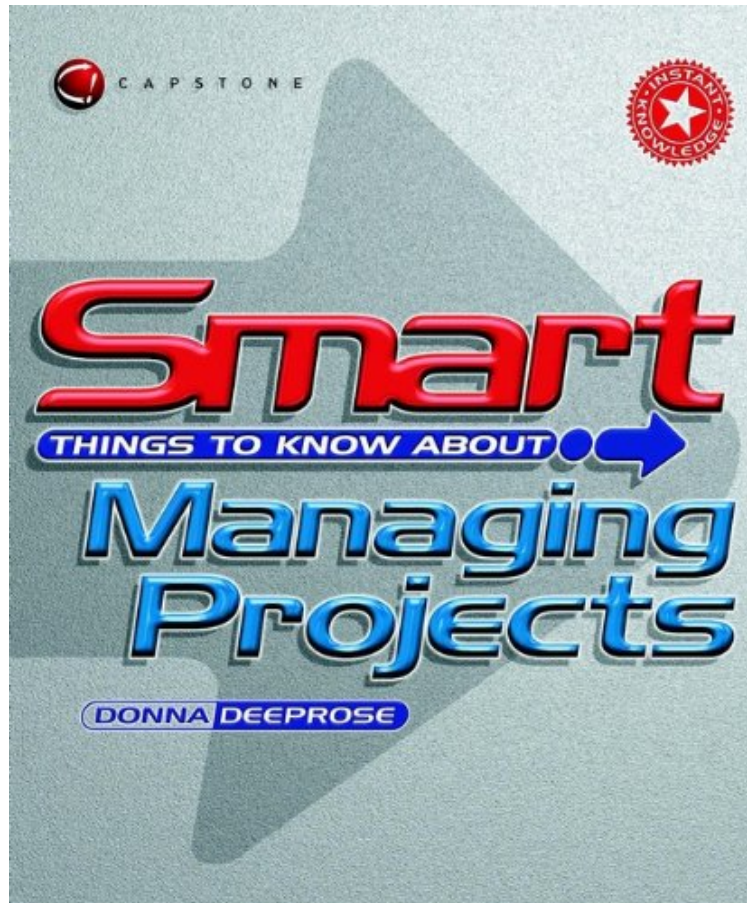


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Smart Things to Know About, Managing Projects (Smart Things to Know About (Stay Smart!) Series)

Donna Deeprise

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Donna Deeprise : Smart Things to Know About, Managing Projects (Smart Things to Know About (Stay Smart!) Series) before purchasing it in order to gage whether or not it would be worth my time, and all praised Smart Things to Know About, Managing Projects (Smart Things to Know About (Stay Smart!) Series):

1 of 1 people found the following review helpful. Project Management For Smart People or Those Who Want To BeBy SurteesProject Management is so often deemed to be either so esoteric that only those certified by the Project Management Institute in the skill can do it or so simple that only dummies can't do it. Neither assumption is true. Project Management is a discipline, and good project management skills can be learned. Luckily, Ms. Deeprise is aware of that and has given us a "workbook" on project management that should certainly be in the toolbox of every employee in any organization. What most of us do on a daily basis is manage projects of one sort or another. SMART Things to Know About Managing Projects may not be PIMBOK, the project management bible, but it is definitely THE book to have access to when you are planning to tackle any work that has a goal at the end of it: project

management methodology, which is outlined so clearly and completely in Ms. Deeprose's book, will help anyone plan and execute any project that involves accomplishing something within a given timeframe. Everyone should get this book and read it through - and then refer to it over and over when working alone or with others to accomplish anything. If you are planning your class reunion dinner (see pages 60-90) this book will help you; if you are managing a project team charged with designing and building a factory, if you are managing a project to explore deep space - in fact, any project you might be working on or managing can be managed better by using the techniques and skills outlined in this book. This book provides the information and methodologies needed to execute any project in clear, unambiguous, easy to follow terms. Now, with this book, there are no more excuses for failed projects! 0 of 0 people found the following review helpful. A Good Read! By Rolf Dobelli Author Donna Deeprose takes you inside the process of setting up and coordinating a project. Her book, a project in itself, no doubt, is as clear and well-organized as the work plan you'll be able to create when you finish reading it. As befits an author in the hands-on "Smart Things to Know" series, Deeprose provides charts, tables and worksheets for designing project activities, as well as a dandy summary of key points at the end of each chapter. She addresses planning in detail and offers examples of how to organize and present your project's master plan. While she does not skimp on straightforward logistics, the author emphasizes complex projects, where you have to plan for multiple activities and work with a team of people handling tasks of varying intricacy. Some of the general ideas about planning might be fairly familiar and obvious, but We recommend this book for its greatest strength: a solid presentation of specific procedures.

From invisible leadership to project portfolios - cutting edge techniques and tips from the frontiers of project management.

..."user-friendly guide"... (Project Management , September 2001) "a good starting point." (Modern Management, December 2001) From the Inside Flap Smart is a breakthrough series that offers a completely new learning experience for hassled business people. The books deliver all that the fast-track executive needs to shine and perform. Each book delivers a sharp introduction to the basics as well as experiences and tips from the frontiers of the subject and the insights of the hottest gurus. Smart books have been selected to feature only those subjects which matter most to today's business professional. The Smart series brings these subjects together to equip the next generation with the secrets of success. Each Smart book contains icons, features and signposts to help you use the ideas in your career and business. From the Back Cover Remember a time when you went to work, performed your routine tasks, got better and better, had lunch with the boss a few times, and next thing you know you've gone up another rung on the corporate ladder-- telling those under you how to do what you used to do? Well it's not so easy anymore! Now business is all about change - catching up with it, riding it, staying ahead of it. And work is all about projects to make change happen. The movement towards project management as a business model is nothing short of a revolution, and in Smart Things to Know About Managing Projects Donna Deeprose reveals the tools for becoming a Smart revolutionary. Find out how businesses are successfully adapting project management tools and techniques used by engineers and construction companies, but without having to wear the hard hats. Project management vs. operations management....before these two get in the ring, let's see how much they actually have in common. From conception to birth, how do Smart project managers plan and implement projects without straying from their targets and budgetary constraints. How do project managers motivate team members and facilitate making the decisions that move the team forward when they themselves may not even have direct line authority? On the road to completing the project there may be a few hurdles to overcome-- but what types are you likely to encounter and how you will overcome them? Although your project must at some point come to a conclusion, the outcome will carry on. So how do project managers go about actually 'closing down' and moving on? It can be almost as difficult as starting the whole thing in the first place! When you've successfully managed a project, you've made your mark. You gain a reputation for getting things done. Smart Things to Know About Managing Projects gives you the expert's tools and techniques that will get your projects noticed. SMART THINGS TO SAY: Looking for a worthwhile project to tackle? The next time a customer -- either internal or external -- says, 'I wish that ...,' ask yourself what it would take to fulfill that wish.