# 50 Checklists for project and programme managers

Rudy Kor and Gert Wijnen

Gower

Twynstra

Menagement Consultants

# **50 Checklists For Project And Programme Managers**

**JG Myers** 

#### 50 Checklists For Project And Programme Managers:

59 Checklists for Project and Programme Managers Gert Wijnen, Rudy Kor, 2012-09-28 The practical approach taken by Rudy Kor and Gert Wijnen makes this an easy book to dip into to improve your project and programme management competences The book covers a range of topics including choosing the right approach organising for projects and programmes team management starting and executing projects and programme management For each topic the book provides a series of checklists to lead you through the most important aspects of each subject With such hands on advice from acknowledged experts so easily available this is a book which no project or programme manager should be without

**50 Checklists for Project and Programme Managers** Rudy Kor, Gert Wijnen, 2000 Provides practical hands on advice to follow a natural progression through each stage of a project or programme The book ensures each aspect of the work is covered systematically and effectively As well as the 50 checklists there are more general tips **Project Management for Successful Product Innovation** Alan Webb, 2000 This comprehensive book provides a complete guide to managing projects involving the development of new products It is arranged in a logical sequence covering the development of project management project management structures aspects of planning monitoring and control economics and value management design management intellectual property issues and production start up Particular emphasis is given to risk management a difficult subject that is of growing importance to today s project manager especially in product innovation Where software tools available the vendors contact details are provided Managing Unique Assignments Gert Wijnen, Rudy Kor, 2000 This book presents the core ideas of both project and programme management These ideas have all been tried and tested by Twynstra Management Consultants and their experiences have been invaluable in our attempt to clearly describe what it means to work on unique assignments in practice and more especially what it means to manage them Gower Handbook of Programme Management Geoff Reiss, 2006 This Handbook provides authoritative guidance and advice templates concepts systems and approaches on every aspect of successful programme management. The main part of the handbook presents a detailed description of the whole programme management process together with the requisite supporting infrastructure essential for the delivery of planned programme outcomes The book also includes The Programme Management Maturity Model a benchmarking tool covering the ten key processes within programme management plus the Programme Management Improvement Process a step by step guide to improving an organization s ability to deliver change The Relationship Manager Tony Davis, Richard Pharro, 2003 This book deals with a new role the Relationship Manager and has been written to fill the gap between technical and business aspects of successful project delivery Portfolio and Programme Management Demystified Paul Rayner, Geoff Reiss, 2012-10-26 You're now responsible for a programme or you've got a portfolio to manage Where do you start Right here Projects are not simply the bread and butter of an organisation Form them into programmes or portfolios and they can be prioritised and integrated to deliver change to your organization in line

with your strategic vision You will be able to control costs and risks and bring together a complex series of themes effectively This overhauled second edition now combines portfolio management as a parallel theme with programme management and it is brought in line with the current thinking of the Association for Project Management and the Project Management Institute It is written for managers in both the public and private sectors This new edition includes half a dozen short case studies from Belgium's Fortis Bank a software company local government and central government along with more on cross functional management Together with Project Management Demystified also from Routledge third edition 2007 it provides the tools to manage your projects your programmes and your portfolio to a very high level Project Executor Handbook Conroy Ellis, 2015-09-10 This book can assure the work of a personal representative executor or supporting the layman and appointed family friend or relative to maintain open channels of communication between all parties providing governance and visibility of progress with support of a solicitor This is a helpful aid with checklists and advice to control and address issues that arise when dealing with an estate The book begins with an introduction to estate planning background providing the information and steps in the process It then proceeds to outline in a checklist format the project management principles and examples of how they could be administer whilst managing an estate in practice Brilliant Checklists for Project Managers Richard Newton, 2012-07-24 Everything you need to know to run any project smoothly successfully and on time Every one of the unique checklists in this book is fast focused and has been written especially for busy project managers just like you Quickly access hundreds of essential tips and tricks discover vital insider knowledge and winning strategies and learn absolutely everything you ll need to know think about and do to run your project successfully and efficiently Brilliant Outcomes Complete your projects successfully on time and within budget Understand all aspects of a project Run any type of project no matter what size A comprehensive and easy to use toolkit that will be helpful to all project managers It s a great edition to any business book collection Kevin Muraski Programme Director BT Consumer Project Management Mr Dennis Lock, 2013-05-28 Dennis Lock's masterly exposition of the principles and practice of project management has been pre eminent in its field for 45 years The Tenth Edition of Project Management explains the entire project management process in great detail and includes brand new chapters on implementing management change projects and the role of senior management support Everything is reinforced throughout with case examples and diagrams many new for this edition As with previous editions meticulous care has been taken to ensure that the text is reader friendly and free of unnecessary jargon with clear diagrams and a construction that is logically organized well indexed and simple to navigate The result is certain to maintain this book s acclaimed status as the standard work for managers and students alike **Project Management** Dennis Lock, 2020-07-30 Dennis Lock s masterly exposition of the principles and practice of project management has been pre eminent in its field for 45 years and was among the first books to treat project management as a holistic subject But Project Management has been kept completely up to date by regular and sensitive revisions to ensure

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source that will be picked up and used every time the question how do I comes into the readers mind The book will sit on a manager s desk at work and be referenced regularly It will become as much an important supporting tool as a book to read

ProPack II Valerie Stetson, Susan Hahn, David Leege, Debbie Reynolds, Guy Sharrock, 2007-04-09 **Organizational Change and Learning** Jaap Boonstra, 2008-04-15 This handbook focuses on the complex processes and problems of organizational change and relates current knowledge of individual and group psychology to the understanding of the dynamics of change Complementary and competing insights are presented as overviews of theory and research Offers helpful insights about choosing models and methods in specific situations Chapters by international authors of the highest **Successful Project Sponsorship** Michiel van der Molen, 2015-09-03 Project success is a business management quality responsibility and project management is more than the work of a project manager the project sponsor plays a key role whatever their job title As the owner of the business case the project sponsor or project executive has the responsibility for communicating the aims of the project staying in touch with the changing environment and ultimately using their leadership skills to realize the benefits that the project has set out to achieve The project sponsor gives strategic direction to the project manager and empowers them to deliver the agreed result However as a busy business manager balancing the role of project executive with other management responsibilities the project sponsor wants more control for less effort The four proven principles in Successful Project Sponsorship help them to achieve precisely that This book leads the reader to success through the powerful and proven four principles of successful project sponsorship These principles are all focused on giving strategic direction to projects effectively and efficiently Instead of going into depth on project management theory and methodologies this book answers the practical questions project sponsors have to tackle and provides targeted solutions to real life issues such as How do I create a successful strategy How do I keep a project under control when the requirements are changing What can I do to keep the project on budget How do I recognize a good project manager and how do I deal with an out of control one The final part of the book gives tried and tested practical guidance on how to improve project sponsorship knowledge within your organization Written clearly and concisely for the busy executive in line with the PMI s Lexicon of Project Management Terms and with special tips for Prince2 environments and agile projects this highly practical guide is the essential toolkit all business managers need to make a success of their project sponsor role Learning to The Handbook of Project Management Trevor Leonard Young, 2003 Praise and Reviews A practical Change, comprehensive guide to be used frequently EURONETProject management skills are hugely desirable for managers at all levels of an organization Most people today can benefit from the application of these skills to some areas of their daily operations From large undertakings such as the Channel Tunnel or North Sea oil rigs to the unique but smaller projects that take place in every type of organization special skills are required if project management is to produce the right results This fully updated second edition of The Handbook of Project Management is written specifically to help project managers

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