



Project Management for Dummies

Nick Graham

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Get projects done on time, on budget, and with maximum efficiency - fully updated UK edition!

In today's time-pressured and cost-conscious global business environment, reliable project management and competent delivery are more important than ever. Increasingly, project management is being seen as an essential management skill for all, as well as a career choice for many. This new UK edition of *Project Management For Dummies, 2nd UK Edition* quickly introduces you to the principles of successful project management with a clear and logical approach to help you deliver your projects, not only successfully, but also more easily. Unique to the UK edition, you'll find clear guidance on using the highly logical *product-based* approach to project planning, along with advice on how to release the great power of the technique, not only for effective planning, but also for project control.

Updated with fresh content, tips, and tactics that cover everything you need to know from a project's start to finish, this accessible guide takes you through every stage of project management. You'll discover how to make project planning easier and more effective, manage resources and stay on track within a budget. Then you'll find help and advice to help you motivate and manage your teams to help them perform at their best. To help you stay at the leading edge, you'll also find two new chapters in this edition explaining project governance and the increasingly important international standard ISO 21500. In short, this book will help you master a highly valuable skill for advancing your career.

- Provides clear descriptions of who should do what in a project to prevent communication and control problems
- Presents the latest concepts in project management techniques
- Discusses how to keep risks under control during the project
- Includes access to online project management templates and checklists to aid in learning

If you're a manager taking on a project for the first time or a more experienced project professional looking to get up to speed on the latest thinking and techniques, *Project Management For Dummies, 2nd UK Edition* equips you for project management success.

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