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Edition) by Richard Newton Paperback £13.99

~~Project Management Lite: Just Enough to Get the Job Done ...~~

'Just enough to get the job done' - a must have for anyone who is running a project. It's easy to get lost in the jargon, but this book avoids it all. A must have manual for all projects!

~~Project Management Lite: Just Enough to Get the Job Done ...~~

Project Management Lite is for you. You have projects overtaking your to-do list but you're not sure how to tackle them most efficiently or where to even start; You have a just-the-basics-please approach to project management - you don't need everything under the sun, just enough to get you through; You find the typical project management language and concepts confusing, "heavy" and total overkill for what you need to complete the project at hand;

~~Welcome to PM Lite! — Project Management Lite~~

Start your review of Project Management Lite: Just Enough to Get the Job Done...Nothing More. Write a review. Sep 02, 2014
Kaora rated it liked it · review of another edition. 3.5 Stars I read this for work. I did take courses in college about project management, and had the chance to put them into practice, so this isn't new to me.

~~Project Management Lite: Just Enough to Get the Job Done ...~~

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~~By Juana Clark Craig Project Management Lite: Just Enough ...~~

Project Management Lite focuses less on the theory and more on the action with simple worksheets and checklists. Project Management Lite: Just Enough to Get the Job Done ... Project Management Lite: Just Enough to Get the Job Done... Nothing More is a lean book that offers the reader a step-by-step guide to complete a project. Unlike

~~Project Management Lite Just Enough To Get The Job Done ...~~

Project Management Lite is a practical yet minimalistic approach for completing projects without the mumbo-jumbo and heavy process associated with traditional project management. This easy-to-use, step-by-step, plain English guide to project management focuses less on the theory and more on how with simple worksheets and checklists. Relevant to beginners who find themselves in charge of a project but have no clue where to start, it will also appeal to experienced project managers for its ...

~~Just Enough to Get the Job Done — Project Management Lite~~

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~~Amazon.co.uk:Customer reviews: Project Management Lite ...~~

The following project management resources are (or soon-to-be) available: Templates and Checklists: Download the free project management lite templates to save yourself time and effort managing projects. If there is a template you would like to see, just contact me. PM Tools: These are the tools I have personally used and/or evaluated. I'm always on the look-out for technology that will make my life easier.

~~Resources—Project Management Lite~~

Project Management Lite: Just Enough to Get the Job Done... Nothing More is a lean book that offers the reader a step-by-step guide to complete a project. Unlike other books that try to cram a wide range of topics, principles, and phrases in one book, PM Lite trims out all the usual specialized terms.

~~Project Management Lite—A Book Review~~

This book is a quickness with just enough to help you to choose whether you are already up to speed on being a project manager (I am), to review the essential tasks in a work project, or to give you an outline or introduction to the tasks of

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project management.

~~Amazon.com: Customer reviews: Project Management Lite ...~~

This easy-to-use, step-by-step, plain English guide to project management shows readers how to hit ground running. For beginners who find themselves in charge of a project but have no clue where to start or those who are struggling or feel overwhelmed, Project Management Lite focuses less on the theory and more on the action with simple worksheets and checklists.

~~Project Management Lite: Just Enough to Get the Job Done ...~~

Countless new and experienced project managers told me that all they wanted was enough project management process and tools to get the job done. They wanted something simple and easy-to-use. So I decided to write my own guide that would be just that...just enough.

~~About Project Management Lite~~

Developed based on OPM3 in Association with OLAS IT /Turlon & Associates in developing HSE Project Management "LITE". Recognising the HSE Project Management Level of Maturity. Following an analysis of the project management approach in use in the HSE for the Transformation Programme the NPMO identified that while there were some pockets of advanced project management approaches and skills ...

~~Project management LITE~~

Project Management Lite Just Enough to Get the Job Done - an Amazon #1 Bestseller Createspace November 21, 2012
There is no shortage of books on project management, yet most of those guides are...

Get your projects done without having a Master's Degree in Project Management There is no shortage of books on project management, yet most of those guides are weighed down with tiresome project management-speak and heavy process. This easy-to-use, step-by-step, plain English guide to project management shows readers how to hit ground running and nail the completion of projects. For beginners who find themselves in charge of a project but have no clue where to start or those who are struggling or feel overwhelmed, Project Management Lite focuses less on the theory and more on the action with simple worksheets and checklists. Author Juana Clark Craig, PMP, draws on over twenty-five years of project management experience gained while working in Fortune 500 companies to deliver a minimalistic approach to managing your projects without the mumbo-jumbo of traditional project management techniques.

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This is the eBook of the printed book and may not include any media, website access codes, or print supplements that may come packaged with the bound book. Succeed as a project manager, even if you've never run a project before! This book is the fastest way to master every project management task, from upfront budgeting and scheduling through execution, managing teams through closing projects, and learning from experience. Updated with more insights from the front lines, including agile approaches, dealing with security and privacy priorities, and leading remote/virtual teams, along with the latest on Microsoft Project and PMI standards and certifications and a special bonus chapter on preparing for the PMP certification. This book will show you exactly how to get the job done, one incredibly clear and easy step at a time. Project management has never, ever been this simple! Who knew how simple project management could be? This is today's best beginner's guide to modern project management... simple, practical instructions for succeeding with every task you'll need to perform! Here's a small sample of what you'll learn:

- Master the key skills and qualities every project manager needs
- Lead projects, don't just "manage" them
- Avoid 15 most common mistakes new project managers make
- Learn from troubled, successful, and "recovered" projects
- Set the stage for success by effectively defining your project
- Build a usable project plan and an accurate work breakdown structure (WBS)
- Create budgets and schedules that help you manage risk
- Use powerful control and reporting techniques, including earned value management
- Smoothly manage project changes, issues, risks, deliverables, and quality
- Manage project communications and stakeholder expectations
- Organize and lead high-performance project teams
- Manage cross-functional, cross-cultural, and virtual projects
- Work successfully with vendors and Project Management Offices
- Make the most of Microsoft Project and new web-based alternatives
- Get started with agile and "critical chain" project management
- Gain key insights that will accelerate your learning curve
- Know how to respond to real-life situations, not just what they teach you in school

Folland, Goodman, and Stano's bestselling *The Economics of Health and Health Care* text offers the market-leading overview of all aspects of Health Economics, teaching through core economic themes, rather than concepts unique to the health care economy. The Eighth Edition of this key textbook has been revised and updated throughout, and reflects changes since the implementation of the Affordable Care Act (ACA). In addition to its revised treatment of health insurance, the text also introduces the key literature on social capital as it applies to individual and public health, as well as looking at public health initiatives relating to population health and economic equity, and comparing numerous policies across Western countries, China, and the developing world. It provides up-to-date discussions on current issues, as well as a comprehensive bibliography with over 1,100 references. Extra material and teaching resources are now also available through the brand new companion website, which provides full sets of discussion questions, exercises, presentation slides, and a test bank. This book demonstrates the multiplicity of ways in which economists analyze the health care system, and is suitable for courses in Health Economics, Health Policy/Systems, or Public Health, taken by health services students or practitioners.

Updated concepts and tools to set up project plans, schedule work, monitor progress-and consistently achieve desired

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project results. In today's time-based and cost-conscious global business environment, tight project deadlines and stringent expectations are the norm. This classic book provides businesspeople with an excellent introduction to project management, supplying sound, basic information (along with updated tools and techniques) to understand and master the complexities and nuances of project management. Clear and down-to-earth, this step-by-step guide explains how to effectively spearhead every stage of a project—from developing the goals and objectives to managing the project team—and make project management work in any company. This updated second edition includes: * New material on the Project Management Body of Knowledge (PMBOK) * Do's and don'ts of implementing scheduling software* Coverage of the PMP certification offered by the Project Management Institute* Updated information on developing problem statements and mission statements* Techniques for implementing today's project management technologies in any organization—in any industry.

A new edition of the most popular book of project management case studies, expanded to include more than 100 cases plus a "super case" on the Iridium Project. Case studies are an important part of project management education and training. This Fourth Edition of Harold Kerzner's Project Management Case Studies features a number of new cases covering value measurement in project management. Also included is the well-received "super case," which covers all aspects of project management and may be used as a capstone for a course. This new edition: Contains 100-plus case studies drawn from real companies to illustrate both successful and poor implementation of project management Represents a wide range of industries, including medical and pharmaceutical, aerospace, manufacturing, automotive, finance and banking, and telecommunications Covers cutting-edge areas of construction and international project management plus a "super case" on the Iridium Project, covering all aspects of project management Follows and supports preparation for the Project Management Professional (PMP®) Certification Exam Project Management Case Studies, Fourth Edition is a valuable resource for students, as well as practicing engineers and managers, and can be used on its own or with the new Eleventh Edition of Harold Kerzner's landmark reference, Project Management: A Systems Approach to Planning, Scheduling, and Controlling. (PMP and Project Management Professional are registered marks of the Project Management Institute, Inc.)

Argues that leaders of international corporations need to understand themselves, their employees, their business, and the cultures in which they are working, and offers profiles of countries and cultures

Rework shows you a better, faster, easier way to succeed in business. Most business books give you the same old advice: Write a business plan, study the competition, seek investors, yadda yadda. If you're looking for a book like that, put this one back on the shelf. Read it and you'll know why plans are actually harmful, why you don't need outside investors, and why you're better off ignoring the competition. The truth is, you need less than you think. You don't need to be a workaholic. You don't need to staff up. You don't need to waste time on paperwork or meetings. You don't even need an office. Those are all just excuses. What you really need to do is stop talking and start working. This book shows you the way. You'll learn how to

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be more productive, how to get exposure without breaking the bank, and tons more counterintuitive ideas that will inspire and provoke you. With its straightforward language and easy-is-better approach, Rework is the perfect playbook for anyone who's ever dreamed of doing it on their own. Hardcore entrepreneurs, small-business owners, people stuck in day jobs they hate, victims of "downsizing," and artists who don't want to starve anymore will all find valuable guidance in these pages.

Whether you are organising an important event or heading up a large team, running a project can be a daunting process. Spiralling costs and missed deadlines are part of everyday life for many project managers - in fact, more projects fail than succeed! But project management doesn't have to be this way. It is possible to manage projects that consistently meet deadlines and come in within budget. Brilliant Project Management shows you how. Drawing on over 30 years of experience, you'll discover how to ensure your projects succeed every time. In this new edition Barker & Cole have included a section highlighting valuable sources of information in the challenging world of project management, including their inside track on methods, training and professional associations. It's the ultimate guide to becoming a brilliant project manager. Brilliant Outcomes Make a success of any project. Deliver on your promises. Save money, time and your sanity!

** Winner AUSTRALIAN BUSINESS BOOK AWARDS - BEST GENERAL BUSINESS BOOK 2020 ** Finalist AUSTRALIAN BUSINESS BOOK AWARDS - BEST BOOK 2020 Deliver great projects every time Projects are the lifeblood of organisations, but many projects fall short of expectations because of poor project management and/or poor project sponsorship. In The Project Book, author and 20-year project management and sponsorship veteran Colin D Ellis teaches you the skills and behaviours required to make your projects succeed, every time. The best projects, whether they are delivered in an agile or waterfall way, are a result of the people that lead them and the environment they create. This fail-safe and comprehensive handbook shows you how to develop the mindset and communication skills to create projects that leave a legacy for you, your team and your organisation. Project leaders and senior managers in all business and technical disciplines will benefit from the insightful guidance this book offers and better project outcomes will result. Split into two parts, individually addressing Project Leaders and Project Sponsors, this book guides large project facilitators to understand the importance of people over processes. become a project leader that people trust build a team culture of collaboration, agility and creativity upskill executives so that they're catalysts for transformation develop the organisational discipline needed for successful projects create a mature environment for your projects to thrive Engaging, informative and humorous, The Project Book will help project managers, project sponsors, scrum masters and product owners across all organisations to deliver successful projects in a way that customers will talk about for years.

The second edition of Benefits Management has been updated with current examples, further insights from experience and recent research. It shows how the enduring challenges achieving business value from information systems and technology projects can be addressed successfully. The approach, which is synthesized from best practices, sound theories and proven techniques from a range of management disciplines, is exemplified from the authors' extensive experience of working with

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a wide range of organizations. The book includes examples from a wide variety of projects including non-IT projects. The book is written in an accessible style, ideal for practicing managers, and includes check lists and templates for using the processes, tools and techniques and real-life case studies of their application and impacts. The book now also includes: International survey results that reinforce the importance of the topic, the key management issues and evidence of how the more successful organizations' practices are closely aligned with those described in the book. A Benefits Management Maturity diagnostic which enables organizations to understand the reasons for their current investment success levels and then how to increase them. Discussion of the role and contribution Project Management Offices (PMOs): how they can improve the delivery of value IT projects. Further practical advice and guidance on Program and Portfolio Management, including findings from the authors' recent research in several large organizations.

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