

Portfolio And Programme Management Demystified Managing Multiple Projects Successfully

To support the broadening spectrum of project delivery approaches, PMI is offering A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Sixth Edition as a bundle with its latest, the Agile Practice Guide. The PMBOK® Guide – Sixth Edition now contains detailed information about agile; while the Agile Practice Guide, created in partnership with Agile Alliance®, serves as a bridge to connect waterfall and agile. Together they are a powerful tool for project managers. The PMBOK® Guide – Sixth Edition – PMI's flagship publication has been updated to reflect the latest good practices in project management. New to the Sixth Edition, each knowledge area will contain a section entitled Approaches for Agile, Iterative and Adaptive Environments, describing how these practices integrate in project settings. It will also contain more emphasis on strategic and business knowledge—including discussion of project management business documents—and information on the PMI Talent Triangle™ and the essential skills for success in today's market. Agile Practice Guide has been developed as a resource to understand, evaluate, and use agile and hybrid agile approaches. This practice guide provides guidance on when, where, and how to apply agile approaches and provides practical tools for practitioners and organizations wanting to increase agility. This practice guide is aligned with other PMI standards, including A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Sixth Edition, and was developed as the result of collaboration between the Project Management Institute and the Agile Alliance.

The evidence continues to grow that the effective management of risk is the very kernel of successful project management. Its absence frequently leaves project sponsors lamenting missed objectives and shareholders coming to terms with an organisation's poor bottom line performance. Dr Robert Chapman's The Rules of Project Risk Management stands out from other risk management texts because it provides very practical guidance, supported by numerous mini case studies, many of which have attracted considerable publicity. The book brings to life both the benefits of project risk management when effectively applied and the ramifications when it is misunderstood or receives scant attention. The structure of the book is based on International Standard ISO 31000 seen through the lens of general systems theory - where projects are undertaken by organisations which have an external context and internal sub-systems. A project system is seen to be composed of seven key subject areas. Practical short 'rules' or implementation guidelines, written in an engaging style, are offered to support each of these subject areas and aid quick assimilation of key risk management messages. Each rule focuses on a specific aspect of effective risk management which warrants attention in its own right. Taken together the rules will provide those implementing projects with the building blocks to secure a project's

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objectives. They have been drawn from a wealth of experience gained from applying risk management practices across multiple industries from Europe to Africa, the Middle East and Asia.

SHELVING GUIDE: Project Management This hands-on guide is written for project professionals seeking to find an optimized way of performing project management. It provides answers to such critical questions as: Why should an organization apply project management? What is the value of project management in the broader context of an organization? Is project management as successful as some advocates suggested or is it a waste of time and resources because of the many extensive and bureaucratic processes? Which project management approach should our project team adopt: predictive or adaptive, waterfall or rolling water, extreme programming or Scrum? This book aims to provide an optimized view of project management by balancing and blending competing methodologies (e.g., traditional versus Agile), lengthy methodologies and broad principles, processes and practices, and the need to understand versus the need to apply. It includes project management templates, an integrated case study illustrating how to apply tools and concepts, and a glossary of key terms. *Optimizing Project Management* is for both aspiring and practicing project management professionals. It covers the core concepts, practices, and skills that are useful for developing new ideas, planning activities, implementing projects, and conducting planning and controlling of schedule, budget, and scope. The text is particularly useful for students, project professionals wanting to refresh their knowledge, and those pursuing project management certifications. This book is aligned with common project management standards such as the Project Management Body of Knowledge and the ISO 21502: Project, Programme and Portfolio Management — Guidance on Project Management.

Managing projects, a prominent feature of working life, inevitably involves change at some level. Even though successful project management depends on organisational change, textbooks often fail to recognise this symbiotic nature. This book offers students a practical understanding of the strategic and organisational role of projects.

Every CEO in the world, if questioned, will always complain that there are a lot of ideas to implement, but, unfortunately, insufficient resources to accomplish them. This book provides a solution to this dilemma by supplying techniques to assess the value of projects, prioritize projects, and decide which projects to implement and which to postpone. In addition, it describes various methods of balancing project portfolios and different strategic alignment models. The book provides thirty real-life project portfolio management case studies from pharmaceutical, product development, financial, energy, telecommunications, not-for-profit and professional services industries.

Don't spend your time worrying whether you can beat the markets: you don't need to beat them to be a successful investor. By showing you how to build a

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simple and rational portfolio and tailor it to your specific needs, Investing Demystified will help you generate superior returns. With his straightforward and jargon-free advice, Lars Kroijer simplifies the often complex world of finance and tells you everything you need to know – and everything that you don't need to worry about – in order to make the most from your investments. In Investing Demystified you will:

- Discover the mix of stocks, bonds and cash needed for a top performing portfolio
- Learn why the most broadly diversified and simplest portfolio makes the most sense
- Understand the right level of risk for you and how this affects your investments
- Find out why a low cost approach will yield benefits whilst leaving you with a higher quality portfolio
- Understand the implications of tax and liquidity

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 Leadership, the classic, best-selling textbook originally by Wendy Briner, Michael Geddes and Colin Hastings, anticipated so many of the changes in approaches to project management that are now regarded as mainstream - not least the focus on behaviours. The Third Edition by experts Sarah Coleman and Donnie MacNicol has been substantially rewritten, introducing new material and experience reflecting the transformation that has taken place in the world of projects and leadership. Project Leadership Third Edition looks at the nature of the leadership role in projects, why it is significant and how it impacts the processes throughout the project life-cycle from shaping and scoping, start up and delivery through to project closure. The authors put considerable emphasis on a set of core capabilities around the themes of vision and strategy, relationship building, communication and engagement. The book also focuses on building personal and organizational project leadership capability including models, tools and diagnostics drawing on experiences of working with projects and organizations from multiple sectors and across the globe. The Foreword and Endorsements have been provided by industry leaders. Sarah Coleman and Donnie MacNicol have retained and built on the wonderful range of simple,

imaginative and very applicable models and perspectives developed by the previous authors. Every project leader, aspiring project leader and organization with project management communities should own and use a copy of this book. This book deals with risk capital provided for established firms outside the stock market, private equity, which has grown rapidly over the last three decades, yet is largely poorly understood. Although it has often been criticized in the public mind as being short termist and having adverse consequences for employment, in reality this is far from the case. Here, John Gilligan and Mike Wright dispel some of the biggest myths and misconceptions about private equity. The book provides a unique and authoritative source from a leading practitioner and academic for practitioners, policymakers, and researchers that explains in detail what private equity involves and reviews systematic evidence of what the impact of private equity has been. Written in a highly accessible style, the book takes the reader through what private equity means, the different actors involved, and issues concerning sourcing, checking out, valuing, and structuring deals. The various themes from the systematic academic evidence are highlighted in numerous summary vignettes placed alongside the text that discuss the practical aspects. The main part of the work concludes with an up-to-date discussion by the authors, informed commentators on the key issues in the lively debate about private equity. The book further contains summary tables of the academic research carried out over the past three decades across the private equity landscape including: the returns to investors, economic performance, impact on R&D and employees, and the longevity and life-cycle of private equity backed deals.

Value Management is a philosophy, set of principles and a structured management methodology for improving organisational decision-making and value-for-money. The second edition builds on the success of the first edition by extending the integrated value philosophy, methodology and tool kit to describe the application of Value Management to the areas of service delivery, asset management, and, Programmes, in addition to Projects, products and processes. Value Management is a well-established methodology in the international construction industry, and in the UK has been endorsed as good practice in a range of government sponsored reports. In this book the authors have addressed the practical opportunities and difficulties of Value Management by synthesising the background, international developments, benchmarking and their own extensive consultancy and action research experience in Value Management to provide a comprehensive package of theory and practice. The second edition retains the structure of the first edition, covering methods and practices, frameworks of value and the future of value management. It has been thoroughly updated, and a number of new chapters added to encapsulate further extensions to current theory and practice. In particular, the new edition responds to: A range of recent UK industry and government publications; and most notably BS EN 16271:2012 - Value management: Functional expression of the need and functional performance specification; the imminent update of BS EN 12973:2000 Value Management; BS EN 1325 Value Management – Vocabulary, Terms and definitions; the changes to "Value for Europe" governing the training and certification of Value Management in European Union countries; the UK Government's Management of Value (MoV) initiative, together with other leading reports, international guidance and standards on Value Management. Research in Value Management undertaken since publication of the first edition. Changes in Value Management practice particularly in Programmes and Projects. Developments in the theory of value, principally value for money measures, whole life value option appraisal, and benefits realisation. Initiatives in asset management initiatives covering the management of physical infrastructure, for example the recent launch of a suite of three standards under the generic title of BS ISO 55000: 2014 Asset Management, and its predecessor BSI PAS55 2008 "Asset Management: Specification For

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The Optimized Management Of Physical Assets” The second edition contains a dedicated chapter of exemplar case studies drawn from the authors’ experience, selected to demonstrate the new areas of theory and practice. An Appendix includes an extensive set of tools and techniques of use in Value Management practice. Construction clients, including those in both the public and private sectors, and professionals such as construction cost consultants, quantity surveyors, architects, asset managers, construction engineers, and construction managers will all find Value Management of Construction Projects to be essential reading. It will also be of interest to researchers and students on construction related courses in Higher Education – particularly those at final year undergraduate and at Masters level. Recovery in construction is still on track. Business confidence is increasing – but still not yet secure. Following the 18% fall in tender prices between 2008 and 2013, price levels are beginning to recover some lost ground, particularly in the residential sector and with London based projects. It is important to make sure tenders are competitive, whilst minimising your risk as input material prices and labour rates continue to rise and tender prices are forecast to increase an average of 4.5% over the next 3 years, reaching the pre 2008 recession levels in 2017. Spon's Architect's and Builders' Price Book, compiled by AECOM, still provides the most accurate, detailed and professionally relevant construction price information for the UK. Its unique Tender Index, updated through the year, gives an ongoing reality check and allows you to adjust for changing market conditions. Although it suits a wide range of project sizes, this is the only price book which sets out a detailed cost base for contracts exceeding £3,500,000 in value. Use the access code inside the front cover of the book to get set up with internet access to this 2015 edition until the end of December 2015. We now provide SPON'S Online, a versatile and powerful online data viewing package. Major changes have been made to this 140th edition: As well as an overhaul of prices, over new items have been added. These include: New cost models for Business Parks and Data Centres An expanded range of Kingspan roof and wall claddings New ASSA ABBLOY sectional overhead doors, including rapid opening and fabric New ASSA ABBLOY industrial dock levellers and shelters An increased range of Altro safety flooring and resin flooring systems New Altro Whiterock hygiene doorsets

This book provides the missing link of how to shift mindsets on how to work effectively. The word agile has moved far beyond its original meaning in helping to transform large organizations. We now know that agile is used as the tool to accelerate an organization’s ability to adapt and thrive in a world of accelerating change. This book provides the missing link of how to shift mindsets on how to work effectively. This shift requires an investigation of how we can move organizations in the way they think about work—especially work that does not easily conform to the traditional plan-driven approach. The author takes the reader on a journey to be able to think in an A.G.I.L.E way. The approach taken is reflective and allows time for the insight to understand how to think differently about teams, work, and even organizations. It is said that all organizations are technology organizations, if that is true it brings risks and opportunities that many organizations have not seen before. The framework of the book will help grow a new way of thinking and is anchored in: Adaptability; Growth; Improvement; Leadership; Experience. In order to make the full transition to thinking in an A.G.I.L.E way you will need to challenge everything you think you know about leading and working in large organizations.

Management 4.0 Handbook for Agile Practices, Release 2

Programme management is a new approach to maximize the likelihood of successful change management. This book describes the skills and capabilities that organizations need to develop in order to manage change programmes effectively. It is the first book to take this holistic view and includes a new chapter on programme governance.

Awarded second place in the 2017 AJN Book of the Year Awards in the Information

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Technology category. See how information technology intersects with health care! Health Informatics: An Interprofessional Approach, 2nd Edition prepares you for success in today's technology-filled healthcare practice. Concise coverage includes information systems and applications such as electronic health records, clinical decision support, telehealth, ePatients, and social media tools, as well as system implementation. New to this edition are topics including data science and analytics, mHealth, principles of project management, and contract negotiations. Written by expert informatics educators Ramona Nelson and Nancy Staggers, this edition enhances the book that won a 2013 American Journal of Nursing Book of the Year award! Experts from a wide range of health disciplines cover the latest on the interprofessional aspects of informatics — a key Quality and Safety Education for Nurses (QSEN) initiative and a growing specialty area in nursing. Case studies encourage higher-level thinking about how concepts apply to real-world nursing practice. Discussion questions challenge you to think critically and to visualize the future of health informatics. Objectives, key terms and an abstract at the beginning of each chapter provide an overview of what you will learn. Conclusion and Future Directions section at the end of each chapter describes how informatics will continue to evolve as healthcare moves to an interprofessional foundation. NEW! Updated chapters reflect the current and evolving practice of health informatics, using real-life healthcare examples to show how informatics applies to a wide range of topics and issues. NEW mHealth chapter discusses the use of mobile technology, a new method of health delivery — especially for urban or under-served populations — and describes the changing levels of responsibility for both patients and providers. NEW Data Science and Analytics in Healthcare chapter shows how Big Data — as well as analytics using data mining and knowledge discovery techniques — applies to healthcare. NEW Project Management Principles chapter discusses proven project management tools and techniques for coordinating all types of health informatics-related projects. NEW Contract Negotiations chapter describes strategic methods and tips for negotiating a contract with a healthcare IT vendor. NEW Legal Issues chapter explains how federal regulations and accreditation processes may impact the practice of health informatics. NEW HITECH Act chapter explains the regulations relating to health informatics in the Health Information Technology for Education and Clinical Health Act as well as the Meaningful Use and Medicare Access & CHIP Reauthorization Act of 2015.

"Details time-efficient and cost-effective strategies to evaluate, select, prioritize, plan, and manage multiple projects. Presents proven methods and practical applications for the development of successful project portfolios and prosperous multiproject environments. Provides useful models and scheduling frameworks for increased quality and productivity."

The CIOB Code of Practice Programme Management for Construction & Development is intended to complement the popular CIOB Code of Practice for Project Management for Construction and Development, providing practical coverage of general processes and procedures to be followed when managing a construction programme or portfolio of projects. It sets out the necessary requirements for effective and efficient programme management, but is not intended to be a manual of operating procedures for the manager of such programmes.

Concise, practical and entertaining to read, this excellent introduction to project management is an indispensable book for professionals and students working in or studying project management in business, engineering or the public sector. This third edition contains expanded sections on programme management, portfolio management, and the public sector. An entirely new chapter covers the evaluation, analysis and management of risks and issues. A much expanded section explores the rise and utilization of methodologies like Prince2.

The Latest Project Management Data at Your Fingertips Fully updated throughout, this

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hands-on guide gives you quick access to current information on project management concepts and practices. Project Manager's Portable Handbook, third edition, offers concise, practical details on the fundamental knowledge, skills, and attitudes required to manage projects. Written by world-renowned project management experts, this compact reference summarizes best practices for defining, designing, developing, and producing project results. Handy tables, charts, models, and callout boxes illustrate pertinent information in this essential on-the-job tool. Easy-to-Find Project Management Topics: The discipline of project management Project organizational chart Alternative project applications The strategic context of projects Project leadership Project initiation and execution Project planning and control The project culture Improving project management PRAISE FOR PREVIOUS EDITIONS: "It is perhaps the one book that best summarizes a complete knowledge set to be applied in successfully managing projects. It is the one book that project managers should not 'go to work' without." -- Ken Rose, Book Review Editor, Project Management Journal "Unique and invaluable...direct, summarized style...wealth of information...annotated bibliography...one book a project manager should not be without." -- PM Network Harold Kerzner's essential strategies on measuring project management performance With the growth of complex projects, stakeholder involvement, and advancements in visual-based technology, metrics and KPIs (key performance indicators) are key factors in evaluating project performance. Dashboard reporting systems provide accessible project performance data, and sharing this vital data in a concise and consistent manner is a key communication responsibility of all project managers. This third edition of Kerzner's groundbreaking work, Project Management Metrics, KPIs, and Dashboards: A Guide to Measuring and Monitoring Project Performance, helps functional managers gain a thorough grasp of what metrics and KPIs are and how to use them. Plus, this edition includes new sections on processing dashboard information, portfolio management PMO and metrics, and BI tool flexibility. • Offers comprehensive coverage of the different dashboard types, design issues, and applications Provides full-color dashboards from some of the most successful project management companies, including IBM, Microsoft, and others Aligns with PMI's PMBOK® Guide and stresses value-driven project management PPT decks are available by chapter and a test bank will be available for use in seminar presentations and courses Get ready to bolster your awareness of what good metrics management really entails today—and be armed with the knowledge to measure performance more effectively.

This volume deploys the various elements described in Portfolio, Programme and Project Offices in a coherent and coordinated manner to give a source of reliable, accurate and up-to-date information as the basis for sound and transparent decision-making.

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

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Process: a step-by-step guide to improving an organization's ability to deliver change. Bruce Greenwald, one of the nation's leading business professors, presents a new and simplified approach to strategy that cuts through much of the fog that has surrounded the subject. Based on his hugely popular course at Columbia Business School, Greenwald and his coauthor, Judd Kahn, offer an easy-to-follow method for understanding the competitive structure of your industry and developing an appropriate strategy for your specific position. Over the last two decades, the conventional approach to strategy has become frustratingly complex. It's easy to get lost in a sophisticated model of your competitors, suppliers, buyers, substitutes, and other players, while losing sight of the big question: Are there barriers to entry that allow you to do things that other firms cannot?

A comprehensive guide to project management and its interaction with other management systems and strategies The Wiley Guides to the Management of Projects address critical, need-to-know information that will enable professionals to successfully manage projects in most businesses and help students learn the best practices of the industry. They contain not only well-known and widely used basic project management practices but also the newest and most cutting-edge concepts in the broader theory and practice of managing projects. This first book in the series, The Wiley Guide to Project, Program & Portfolio Management, is based on the "meta" level of management, which, simply stated, asserts that project management must be integrated throughout an organization in order to achieve its full potential to enhance the bottom line. This book will show you how to fully understand and exploit the strategic management of projects, portfolios, and program management and their linkage with context and strategy in other concepts and processes, such as quality management, concurrent engineering, just-in-time delivery, systems management and engineering, teams, and statistical quality control. Featuring contributions from experts all around the world, this invaluable resource book offers authoritative project management applications for industry, service businesses, and government agencies. Complete your understanding of project management with these other books in The Wiley Guides to the Management of Projects series: * The Wiley Guide to Project Control * The Wiley Guide to Project Organization & Project Management Competencies * The Wiley Guide to Project Technology, Supply Chain & Procurement Management

Based on practical applications of Program Management in different countries, as well as the leading standards, this book reflects the most recent developments in the area. It offers an understanding of program management's connection to business strategy and value realisation, beyond multiple-project management. Additionally it emphasizes the need for program specific processes, based on an iterative life cycle and the management of multiple stakeholders and their expected benefits. The book is grounded in a robust theoretical framework, complemented by a number of case studies.

"...a well written and content rich book. From a teacher's perspective, using this book in an advanced project management seminar challenges students to understand the application of these concepts." —Alexander Walton, PMP, IT consultant to the University of California at Berkeley Widely acclaimed as one of the top agile books in its first edition, Project Management the Agile Way has

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now been updated and redesigned by popular demand. This second edition is in a modular format to facilitate training and advanced course instruction, and provides new coverage of agile, such as hybrid agile methods, the latest public sector practices, and a chapter dedicated to transitioning to agile. It discusses the “grand bargain” between project management and business; the shift in dominance from plans to product and from input to output; and introduces new concepts such as return on benefit. Experienced practitioners and students that want to learn how to make agile work effectively in the enterprise should read this book. Individuals preparing for the PMI Agile Certified Practitioner (PMI-ACP)® examination, and training providers developing courses, will find this second edition quite helpful.

Overview Sometimes work seems to combine unlimited needs with limited available resources. A situation like this sets up a world of immediate crises, rapidly shifting priorities, and reactive instead of proactive management. And these difficulties make it hard to focus on anything except the task right in front of you. But managing work on a portfolio level takes projects, programs, and portfolios, and groups them together to facilitate their management. This ensures that they produce the planned benefits and meet the strategic business objectives that you're striving toward. Managing from a portfolio perspective can give you both the high-level and wide-angle viewpoints needed to bring all the work under control. Portfolio management, as set out by the Project Management Institute (PMI®), can reduce the chaos by enabling an organization to do the right work at the right time. Portfolio management processes help to ensure the organization addresses the projects and programs that are the most essential to strategy execution and effective corporate performance. While projects and programs are critical to organizational success, portfolio management extends beyond the simple completion of these components and focuses on strategic objectives and outcomes. It changes how people work together - even across organizational boundaries - to accomplish project-based work. Whether you are currently a portfolio manager or are just interested in the ideas involved in portfolio management, an increased understanding can give you a high-level perspective about how your work contributes to your company's goals. This high-level view is what portfolio management is all about. Instead of viewing projects and programs in isolation, it allows you to consider the dependencies and interactions among these portfolio components, as well as between them and other organizational areas. This book is aligned to PMI's® The Standard for Portfolio Management. The Standard for Portfolio Management expands on the work presented in A Guide to the Project Management Body of Knowledge (PMBOK® Guide) and the Organizational Project Management Maturity Model (OPM3®). The Standard for Portfolio Management is PMI's® companion to the PMBOK® Guide. The Standard shows the links between portfolio management and program and project management, and between portfolio management and the

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organization. Just as the PMBOK® Guide sets out the good practices for project management, The Standard for Portfolio Management presents a documented set of processes showing generally accepted good practices in the area of portfolio management. In this book, you'll be introduced to the core concepts involved in portfolio management. You will discover how important it is to understand the management of portfolios, as well as learn about the relationships between portfolio management and project and program management. You will also find out about the role of portfolio management within organizations, and about the roles and responsibilities of portfolio managers. You will be introduced to the links and relationships between portfolio management and organizational strategy, governance, and operations, and learn how metrics and reporting relate to it all.

This book explains the many techniques which have been developed to help you manage projects successfully using very clear objectives within a commercial environment. Examples are drawn from construction, civil engineering, product launches, publishing, computer hardware and software, scientific projects and aerospace.

A comprehensive book on project management, covering all principles and methods with fully worked examples, this book includes both hard and soft skills for the engineering, manufacturing and construction industries. Ideal for engineering project managers considering obtaining a Project Management Professional (PMP) qualification, this book covers in theory and practice, the complete body of knowledge for both the Project Management Institute (PMI) and the Association of Project Management (APM). Fully aligned with the latest 2005 updates to the exam syllabi, complete with online sample Q&A, and updated to include the latest revision of BS 6079 (British Standards Institute Guide to Project Management in the Construction Industry), this book is a complete and valuable reference for anyone serious about project management. • The complete body of knowledge for project management professionals in the engineering, manufacturing and construction sectors • Covers all hard and soft topics in both theory and practice for the newly revised PMP and APMP qualification exams, along with the latest revision of BS 6079 standard on project management in the construction industry • Written by a qualified PMP exam accreditor and accompanied by online Q&A resources for self-testing

Managing large and complex organizations; balancing the needs of business-as-usual, new products and services and business change; assuring risk across everything the business does; these are all core requirements of modern business which are provided by the discipline of portfolio management. The Handbook of Project Portfolio Management is the definitive publication that introduces and describes in detail project portfolio management in today's ever-changing world. The handbook contains the essential knowledge required for managing portfolios of business change with real-life examples that are being used by today's organizations in various industries and environments. The team

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of expert contributors includes many of the most experienced and highly regarded international writers and practitioners from the global project portfolio management industry, selected to provide the reader with examples, knowledge and the skills required to manage portfolios in any organization. Dennis Lock and Reinhard Wagner's definitive reference on project portfolio management explains: the context and role of the discipline; the practical processes, tools and techniques required for managing portfolios successfully; the capability required and how to develop it. The text also covers the recognized standards as well as emerging issues such as sustainability and environment. Collectively, this is a must-have guide from the leading commentators and practitioners on project portfolio management from across the world.

Doing more with less is a skill mastered by entrepreneurs. Budgets are tight, deadlines are short, and time is of the essence. Entrepreneurial project managers use these parameters to their benefit. Hurdling over obstacles with the bare minimum of effort makes their projects and teams stand out. Focusing inward to develop the skills and mindset necessary to accomplish anything with anyone sets an entrepreneurial project manager apart from the group. This book builds on the basics of project management knowledge with tools and techniques to get you as well as your projects and teams performing on an advanced level. No matter your industry or experience level, this book gives you practical ways to improve any project. More importantly, it shows how you can improve your own performance. The biggest improvements a project manager can make are about him- or herself. Personal limitations can be the hardest obstacle to overcome, and this book explains how to overcome them. The techniques have been tried and tested by the author who shares them with you in this book. Whether in your projects or career, all the right things can be said and done, yet the results are always unpredictable. We all have little control over events. This book's tools and techniques give you the ability to handle anything that may come your way. Entrepreneurs are constantly changing and adapting to the world around them. They must stay cutting-edge to make their businesses thrive. This book explains how to take a cutting-edge approach to project management. The goal is to take your technical skills as a project manager, add the elements of an entrepreneur, and create a high-powered team around you as well as become the best project manager you can be.

This title was first published in 2003. What does project authorization involve and how should you seek it? What is earned value and how are the calculations made? How do you select the appropriate method for handing over a project and what are the pitfalls associated with the options you can choose from? "The Project Management A-Z" provides you with the answer to these questions and more in an A-Z coverage of 80 project management techniques. Each one includes an explanation of the technique, how, when and why you would use it. There are sample forms, checklists of key questions to ask yourself and others, cross-references to the other techniques within the manual, in fact everything to

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ensure that you: understand the technique and the context in which it is used; identify whether or not it will work for you; and are able to apply it appropriately and effectively. If you are just starting a project or deeply engrossed in one, the opportunity to discuss alternative approaches, or explore the problems and opportunities that the project may throw up is particularly valuable. Sometimes you may have access to a project mentor or coach who can advise you. The Project Management A-Z helps fill that role, challenging your perception and helping build your confidence in the quality of the processes you are using and the decisions you are making. Successful projects are built on the skills of the project manager, the quality of the basic foundations that are laid, and sensitive but assertive management of processes and resources. This title should prove a useful reference to the main techniques for all of these key elements.

The beginnings of recovery? Some materials costs are rising, and so are direct labour costs. Spon's Architects' and Builders' Price Book 2014 gives you the total picture. Spon's Architects' and Builders' Price Book 2014, compiled by Davis Langdon, still provides the most accurate, detailed and professionally relevant construction price information for the UK. Its unique Tender Index, updated through the year, gives an ongoing reality check and allows you to adjust for changing market conditions. Although it suits a wide range of project sizes, this is the only price book which sets out a detailed cost base for contracts exceeding £3,500,000 in value. NRM1 and NRM2 are used instead of SMM7R as the measurement standards throughout. As well as an overhaul of prices, over 300 new items have been added to Spon's Architects' and Builders' Price Book 2014. These include: New cost models for out of town retail, office to residential conversion, and a museum fit out New cost models for out of town retail, office to residential conversion, and a museum fit-out A re-formatted Preliminaries example, and typical hire rates for common preliminaries items Automated car parking systems - (simple stack systems to fully automatic) Plasmor concrete blocks Diamond drilling, now completely overhauled ETFE roofing Extended range of underground drainage Flowing screeds ... along with the standard features you have come to expect from Spon's Architects' and Builders' Price Book: 20,000 prices for the most frequently specified items, the majority with labour constants and detailed build-ups. Hundreds of alternative materials prices for the more unusual items. Detailed guidance on wage rates, daywork, cost limits and allowances, property insurance and professional fees, plus useful formulae, design criteria and trade association addresses. Updated, free of charge, two or three times a year – see inside for registration details. Updates are available online at www.pricebooks.co.uk Other titles in the Spon's Price Book Series: SPON'S MECHANICAL AND ELECTRICAL SERVICES PRICE BOOK 2014 SPON'S CIVIL ENGINEERING AND HIGHWAY WORKS PRICE BOOK 2014 SPON'S EXTERNAL WORKS AND LANDSCAPE PRICE BOOK 2014 Lead change through strategic alignment of project and process performance Practical and filled with expert advice, Strategic Project Portfolio Management:

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Enabling a Productive Organization presents a clear framework for your organization to complete impactful strategic projects. Providing executive-level guidance to build a powerful and efficient process from initial adoption to portfolio alignment, this essential resource contains case studies from small to global multinational organizations, arming you with the insights to ensure your strategic projects are given the resources they need to deliver business impact. This important guide Shows executives how to align their projects and processes with their business strategy for compelling competitive advantage Provides cases from best in class organizations, showing how they were able to achieve results by using processes outlined in the book Reveals how technology is the key to developing new collaborative platforms and innovative work management environments that have not been possible until now Defines a framework for assessing project portfolio management competence within your organization and driving momentum for compelling improvements Explores how to go beyond project portfolio management to a holistic work management system Strategic Project Portfolio Management: Enabling a Productive Organization offers the practical recommendations, guidance, and real world insights you need to immediately begin driving better project management strategy.

Investment in any new project invariably carries risk but the construction industry is subject to more risk and uncertainty than perhaps any other industry. This guide for construction managers, project managers and quantity surveyors as well as for students shows how the risk management process improves decision-making. Managing Risk in Construction Projects offers practical guidance on identifying, assessing and managing risk and provides a sound basis for effective decision-making in conditions of uncertainty. The book focuses on theoretical aspects of risk management but also clarifies procedures for undertaking and utilising decisions. This blend of theory and practice is the real message of the book and, with a strong authorship team of practitioners and leading academics, the book provides an authoritative guide for practitioners having to manage real projects. It discusses a number of general concepts, including projects, project phases, and risk attitude before introducing various risk management techniques. This third edition has been extended to recognize the reality of multi-project or programme management and the risks in this context; to highlight the particular problems of risk in international joint ventures; and to provide more coverage of PFI and PPP. With case studies and examples of good practice, the book offers the distilled knowledge of over 100 man-years of experience in working on all aspects of project risk, giving sound practical guidance on identifying, assessing and managing risk.

This guide provides practical guidance for managers of portfolios and those working in portfolio offices as well as those filling portfolio management roles outside a formal PfMO role. It will be applicable across industry sectors. It describes both the Portfolio Definition Cycle (identifying the right, prioritised, portfolio of programmes and projects) and the Portfolio Delivery Cycle (making

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sure the portfolio delivers to its strategic objectives).

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.

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