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problem! In
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workplace,
employees are
routinely
expected to

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coordinate and
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projects. Yet,
chances are,
you aren't
formally
trained in
managing proje
cts—you're an
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manager.

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experts Kory
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understand the
importance of
leadership in
project
completion and
explain that
people are

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crucial in the
formula for
success.

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practical,
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insights for
effective

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guides you

through the

essentials of

the people and

project

management

process:

Initiate Plan

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r/Control

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project

managers in
any arena will
benefit from
the
accessible,
engaging real-
life
anecdotes,
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"Project
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at the end of
each chapter.
If you're
struggling to
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projects
organized,
this book is

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Change the way you think about project management—"pr

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may not be

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title or

necessarily

your dream

job, but with

the right

strategies,

you can excel.

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your neck? And

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motivate team

members who

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demands on

their time and

attention?

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will give you

the tools and

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capture

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keeps all the

moving parts

under control

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toward your

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stakeholders'
Edition)
expectations

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project and
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success

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fluent
finance—and
ace your
exams! Warren

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that
"accounting is
the language
of business."
And for many
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business
students, the
obscure
terminology of
accounting

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hard to
achieve.

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concepts in a
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examples and
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practice, it
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grasp the
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of accounting
until you're
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cash flow, and

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native—and use

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it to get to

wherever you

want to go!

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Planning and

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management plays a

pivotal role in

organizations. In

fact, it's now

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fourth most

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America—yet only a tiny fraction of

product managers

have been trained

for this vital

position. If you're

one of the hundreds

of thousands of

people who hold

this essential job—or

simply aspire to

break into a new

role—Product

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the tools to increase*

your skill level and

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importance of

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management in the

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***product roadmaps,
the people skills it
takes to effectively
influence and
negotiate, and so
much more. Create a
winning strategy for
your product Gather
and analyze
customer and
market feedback
Prioritize and
convey
requirements to***

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*engineering teams
effectively Maximize*

revenues and

profitability Product

managers are

responsible for so

much more than

meets the eye—and

this friendly,

authoritative guide

lifts the curtain on

what it takes to

succeed.

This is the eBook of

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privacy priorities,
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needs • Lead***

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managers make •*

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successful, and
"recovered"*

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stage for success by
effectively defining
your project • Build
a usable project*

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accurate work
breakdown structure
(WBS) • Create
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schedules that help
you manage risk •
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techniques,
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issues, risks,*

deliverables, and

quality • Manage

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and stakeholder

expectations •

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cultural, and virtual

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well as in other
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**and want to get
the most out of
their study
time. Although
anything in this
book can
appear on the
examination,
certain parts of
the method
show up
repeatedly, so
at the end of**

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will find a list of
the concepts
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Answers and

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project--or

perhaps you've

volunteered for

an assignment

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the nine functions of project management, and how they are applied during the project lifecycle. He also explains what a project manager is expected to

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deliver, and the roles of team leaders and team members. Drawing on international standards and bodies of knowledge, as well as Colin Dobie's extensive

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industry and
training
experience in
several
countries, A
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an indispensable
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to develop your plans
around a sturdy

structure — from start to

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control and steer your

projects to success Get

up to speed on

mastering the basics of

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professionals looking to
take your project

management skills to

new heights — but don't

want to get bogged

down with forehead-

scratching jargon and

complex methodologies

— Project Management

Essentials For Dummies

has everything you need

to get up and running

fast.

Agile Project

Page 116/244

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assessment and the
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and post-project

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agile projects and a
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improvement methods:

Six Sigma (making work

better, of higher quality)

and Lean (making work

faster, more efficient).

Lean Six Sigma For

Dummies outlines the

key concepts in plain

English, and shows you

how to use the right

tools, in the right place,

and in the right way, not

just in improvement and

design projects, but also

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Edition)

in your day-to-day activities. It shows you how to ensure the key principles and concepts of Lean Six Sigma become a natural part of how you do things so you can get the best out of your business and accomplish your goals better, faster and cheaper. About the author John Morgan has been a Director of

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Catalyst Consulting, Europe's leading provider of lean Six Sigma solutions for 10 years. Martin Brenig-Jones is also a Director at Catalyst Consulting. He is an expert in Quality and Change Management and has worked in the field for 16 years.

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human need. To

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Water Industry

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maintain and
operate a vast
amount of
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treatment works.*

*It does this 24
hours a day, 365
days a year. It
copes with all*

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that the climate and environment can throw at it with droughts and floods - sometimes at the same time! This book provides a light-hearted overview of the GB Water Industry for those new to the sector. An

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*overview of the
industry -*

describing what

it does and how

it does it - from

source to tap and

from sink to sea

Some specific

chapters

dedicated to

important factors

for the industry -

regulation,

managing the

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networks,
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competition and
Edition)

climate change

Some points to

take away - A few

observations on

the industry to

keep in mind

Open the book

and find: An

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does, how it is

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how it is* (UK

regulated How

the industry got

to where it is

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some key

changes that are

in store Some

major points to

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about the GB

Water Industry

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customs and

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work. Part IV:

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Part V:

***Troubleshooting
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VII: Ten Helpful

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Books. Appendix

A: Revision

Material for the

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Appendix B:
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Questions and
Answers for the
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What You Need
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Management
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all about getting

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***things done
without spending
too much or
taking too long.***

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things like man-
days, PSOs and
stakeholders, it
just makes it
difficult to
understand. So
what do you
really need to***

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after they've
gone wrong How
to track big***

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work/life balance*

matters when

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big project This

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approach will

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***modeling If
you're looking to
get involved in
the world of BIM,
but don't quite
know where to
start, Building***

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***Dummies is your
one-stop guide to
collaborative
building using
one coherent
system of
computer models
rather than as
separate sets of
drawings. Inside,
you'll find an
easy-to-follow***

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on guidance for

understanding

drivers for

change, the

benefits of BIM,

requirements you

need to get

started, and

where BIM is

headed. The

future of BIM is

bright—it

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provides the industry with an

increased

understanding of

predictability,

improved

efficiency,

integration and

coordination,

less waste, and

better value and

quality.

Additionally, the

use of BIM goes

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***beyond the
planning and
design) phase of
the project,
extending
throughout the
building life
cycle and
supporting
processes,
including cost
management,
construction
management,***

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**project
management,
and facility
operation. Now
heavily adopted
in the U.S., Hong
Kong, India,
Singapore,
France, Canada,
and countless
other countries,
BIM is set to
become a
mandatory**

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practice in building work in the UK, and this friendly guide gives you everything you need to make sense of it—fast. Demonstrates how BIM saves time and waste on site Shows you how the information

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*generated from
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fewer errors on

site Explains how

BIM is based on

data sets that

describe objects

virtually,

mimicking the

way they'll be

handled

physically in the

real world Helps

you grasp how

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***the integration
of BIM allows
every stage of
the life cycle to
work together
without data or
process conflict
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team of well-
known experts,
this friendly,
hands-on guide
gets you up and
running with***

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Project Sponsor The
project sponsor is
critical to project
success, yet it is a role
that is often assigned to

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a member of the organization with little knowledge or training in project management practices. This creates challenges not only for the sponsor but for the project manager. The organization suffers too if key members of the project team are not fully utilized, as valuable resources are wasted. In Strategies for

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Project Sponsorship, the authors address this challenge from all three vantage points—that of the project manager, the project sponsor, and the organization. Based on their practical experience and solid research, they offer practical methods that project manager s can use to optimize the participation of the

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sponsor. They also offer
clear and

straightforward
guidance for project
sponsors on how to
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duties and contribute to
project success.

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valuable perspective on
the organization's
projects and key
players. From defining
the roles and

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a project) and Themes
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job title, the
principles of
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Construction Management provides a comprehensive introduction to the key management concepts, principles and practices that contribute to project success. Up-to-

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an entire

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s on not just
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but also*

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to be problematic as
the complexity of
projects themselves
and the
environments in
which they are*

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constructed increasingly challenge project organisations to deliver effective projects within cost and time constraints.

Appropriately structured organisations are essential for the delivery of effective

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from the initial concept of the project. It enriches this approach by incorporating both other relevant organisation theory and transaction cost economics. It is concerned particularly with the integration of the contributors to the

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*process and the
way in which*

decisions are made.

*The fourth edition
extends*

considerably the

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economics to

project management

to explain how

construction project

organisations are

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formed. It incorporates the partnering phenomenon which is also explained using transaction cost economics. Organisation culture is included as a complement to other organisation theory and in addition contributes to the

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*explanation of
partnering. The*

book has been

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terms of both*

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and advances in the

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references have

been considerably

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