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Designed specifically to assist both new and experienced project managers in handling all aspects of a project, this edition of A Project Manager's Book of Forms contains forms that cover all the process groups: initiating, planning, executing, monitoring and controlling, and closing.

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A Project Manager's Book of Tools and Techniques is a practical manual for putting essential project management concepts into practice. About the Author CYNTHIA SNYDER DIONISIO, Project Management Consultant, Issaquah, Washington, USA

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Based on his survey of 860 project managers, this is one of the best project management books available. Andy Crowe breaks down all the key traits that make the best project managers achieve more. His research debunks common knowledge about what it takes to succeed as a project manager.

Best Project Management Books To Learn New Skills 2020 | Hive

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This book is a collection of essays based on the author's 9 years of experience as a program manager for Microsoft ' s biggest projects. It covers a lot of fundamentals, such as effective communication, decision-making, planning, and problem-solving. If you ' re looking for a framework of project management, you should look elsewhere.

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This is a digital project management book for anyone who thinks they might want to get started in a career as a digital project manager (DPM). The book covers what being a digital project manager is all about; what digital project management is, why I love it and what DPMs actually do all day. The book explores what makes a great digital project manager and explores where you can begin and what steps you can take to start your career as a DPM.

Project Management Books: 20 Best Books for Project Managers

The Standard for Project Management and A Guide to the Project Management Body of Knowledge (PMBOK® Guide) will be the first standards products to transform. We remain committed to providing our customers with unparalleled value over the course of their careers. Stay Connected. We will continue to share updates on our

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The book includes tips from some of the world ' s famous project managers and software development. Those tips shared in the software project management textbook (pdf) are priceless as they are based on years of professional experience where success and errors walked hand in hand. 5. Real Life Scrum by Jesper Boeg

7 FREE Project Management Books for All: PDF Download

10 Best Project Management Books 1. Project Management Absolute Beginner's Guide. Author: Greg Horine. Level: Beginner. This book is one of the most popular beginner books on project management. It covers all the major concepts of project management that every

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Best Project Management Books You Should Read in 2021

The book covers all the major concepts an inexperienced project manager should master, from planning to control and execution of the assigned project. The 4th edition also covers the latest and most...

10 Must-Read Project Management Books (Updated for 2020)

The first section (Chapters 1 through 4) provides an overview of project management. These chapters address the theory of the waterfall method, which is applicable to most projects. The second section of this book (beginning with Chapter 5), addresses 'cyclical' forms of project management, which are more

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appropriate to IT-related projects.

Project Management Handbook

A Guide to the Project Management Body of Knowledge (PMBOK® Guide) is PMI's flagship publication and is a fundamental resource for effective project management in any industry. Over the years, business has changed considerably, but projects remain critical drivers of business success. The guide includes The Standard for Project Management. The standard is the foundation upon which the vast body of knowledge builds, and the guide serves to capture and summarize that knowledge.

PMBOK Guide | Project Management Institute

Mastering IT Project Management is the first book to detail how to create IT infrastructure rather than simply describe

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how to manage the IT function or software development. This unique and comprehensive reference covers all aspects needed to successfully manage this type of project in an organization.

Books - Project Management

the Project Management Body of Knowledge (PMBOK ® Guide), published in 1996. The scope of the project to update the 1996 publication was to: Add new material reflecting the growth of the knowledge and practices in the field of project management by capturing those practices, tools, techniques,

A Guide to the Project Management Body of Knowledge

Bruce Harpham ' s book Project Managers at Work is filled with career lessons and valuable advice from notable project and program managers, executives,

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entrepreneurs, and CEOs. The content is presented in interview format. The chapters are broken out into the 25 interviews Harpham conducted.

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[Amazon.com: Project Managers at Work \(9781484226674 ...](#)

Written by Paul Roberts, a seasoned project manager and the founding director of fifthday.com, a change management consultancy. The hardcover second edition was published in February 2013. It has 12 chapters and 368 pages.

Essential project management forms aligned to the PMBOK® Guide—Sixth Edition A Project Manager's Book of Forms is an essential companion to the Project Management Institute's A Guide to the Project Management Body of Knowledge.

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Packed with ready-made forms for managing every stage in any project, this book offers both new and experienced project managers an invaluable resource for thorough documentation and repeatable processes. Endorsed by PMI and aligned with the PMBOK® Guide, these forms cover all aspects of initiating, planning, executing, monitoring and controlling, and closing; each form can be used as-is directly from the book, or downloaded from the companion website and tailored to your project's unique needs. This new third edition has been updated to align with the newest PMBOK® Guide, and includes forms for agile, the PMI Talent Triangle, technical project management, leadership, strategic and business management, and more. The PMBOK® Guide is the primary reference for project management, and the final authority on best practices—but implementation can quickly become

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complex for new managers on large projects, or even experienced managers juggling multiple projects with multiple demands.

This book helps you stay organized and on-track, helping you ensure thorough documentation throughout the project life cycle. Adopt PMI-endorsed forms for documenting every process group. Customize each form to suit each project's specific needs. Organize project data and implement a repeatable management process. Streamline PMBOK® Guide implementation at any level of project management experience. Instead of wasting time interpreting and translating the PMBOK® Guide to real-world application, allow PMI to do the work for you: A Project Manager's Book of Forms provides the PMBOK®-aligned forms you need to quickly and easily implement project management concepts and practices.

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This valuable companion to the Project Management Institute's A Guide to the Project Management Body of Knowledge (PMBOK® Guide)—Sixth Edition

presents comprehensive examples and explanations of the tools and techniques presented in the PMBOK® Guide.

Designed specifically to assist both new and experienced project managers in handling all aspects of a project, this title explains the “ how ” when it comes to project management theory. Concrete examples of tools for project managers will fill the gap in this PM knowledge area and provide necessary guidance for both practicing project managers and students.

PMBOK® Guide is the go-to resource for project management practitioners. The project management profession has significantly evolved due to emerging technology, new approaches and rapid

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market changes. Reflecting this evolution, The Standard for Project Management enumerates 12 principles of project management and the PMBOK® Guide

– Seventh Edition is structured around eight project performance domains. This edition is designed to address practitioners' current and future needs and to help them be more proactive, innovative and nimble in enabling desired project outcomes. This edition of the PMBOK®

Guide:

- Reflects the full range of development approaches (predictive, adaptive, hybrid, etc.);
- Provides an entire section devoted to tailoring the development approach and processes;
- Includes an expanded list of models, methods, and artifacts;
- Focuses on not just delivering project outputs but also enabling outcomes; and
- Integrates with PMI standards+™ for information and standards application content based on

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project type, development approach, and industry sector.

The only book of forms that exactly follows the content of the PMBOK Guide, A Project Manager's Book of Forms provides a "road map" approach so readers know exactly where they are and what forms precede and follow their current position on a project. This Second Edition aligns with the release of the Fifth Edition of the PMBOK Guide. Hard copies of the forms may be taken and reproduced directly from the book, and completely editable electronic versions of all the blank forms, in Microsoft Office-compatible format, are available on an accompanying website. You may use them as is or tailor them to your own needs.

As if the project manager ' s job was not hard enough--having to be not a jack of all trades but a master of them!--all the

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technical expertise he has learned can be completely nullified if he doesn't have good people skills to navigate appropriately through all the obstacles each project is certain to bring. As recent research has indicated that emotional intelligence (EI) now accounts for an astonishing 70 to 80 percent of management success, there is no doubt that today's successful project manager needs strong interpersonal skills and the ability to recognize emotional cues in order to lead their teams to success--the technical expertise the position depended on so greatly in the past simply isn't enough anymore!

Emotional Intelligence for Project Managers introduces readers to all facets of EI and shows how emotions can be leveraged to meet project goals. Project managers strong in technical skills but needing help in the EI department will learn how to:

- Set the tone and direction for the project
- Communicate effectively

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Motivate, inspire, and engage their team • Encourage flexibility and collaboration • Deal productively with stress, criticism, and change • Establish the kind of high morale that attracts top performers • And more

Now in its second edition, this unique and invaluable resource for project managers in every industry includes several expanded sections on self-awareness and self-management, as well as a new chapter on using EI to lead Agile Teams and a close look at Servant Leadership. You ' ve spent years gathering the technical intelligence you need for this challenging career--now separate yourself from the pack by increasing your emotional intelligence!

No project management training? No problem! In today's workplace, employees are routinely expected to coordinate and manage projects. Yet, chances are, you aren't formally trained in managing

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projects—you're an unofficial project manager. Franklin Covey experts Kory Kogon, Suzette Blakemore, and James Wood understand the importance of leadership in project completion and explain that people are crucial in the formula for success. *Project Management for the Unofficial Project Manager* offers practical, real-world insights for effective project management and guides you through the essentials of the people and project management process: Initiate Plan Execute Monitor/Control Close. Unofficial project managers in any arena will benefit from the accessible, engaging real-life anecdotes, memorable "Project Management Proverbs," and quick reviews at the end of each chapter. If you're struggling to keep your projects organized, this book is for you. If you manage projects without the benefit of a team, this book is also for you. Change the way you think about project

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management—"project manager" may not be your official title or necessarily your dream job, but with the right strategies, you can excel.

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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

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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!

The Project Management Book addresses the real-life scenarios and issues that anyone responsible for managing a project is likely to face on a day to day basis. It provides solutions to the everyday issues involved in managing projects, including: Defining your project Understanding your role as a project manager Dealing with external problems Learning from Lean and Six Sigma Delivering projects in times of change It also includes a handy glossary of project management jargon

For nearly twenty years, The Little Black Book of Project Management has provided

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businesspeople everywhere with a quick and effective introduction to project management tools and methodology. The revised and updated third edition reflects the newest techniques, the latest project management software, as well as the most recent changes to the Project Management Body of Knowledge (PMBOK™). Readers will find invaluable strategies for organizing any project; implementing the Six Sigma approach; choosing the project team; preparing a budget and sticking to it; scheduling, flowcharting, and controlling a project; preparing project documentation; managing communications; and much more. Project management has increasingly become about getting more and better results with fewer resources. In this fast-read solution for both seasoned and first-time project managers, author Michael C. Thomsett shares his not-so-little secrets to achieving the results professionals want,

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increasing their organizational ability, generating consistent profit, and gaining a reputation for both quality and dependability.

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Read 25 in-depth, candid interviews with notable project managers. Discover how project managers work, what they do, how they adapt and make decisions, how they inspire and motivate others, what career lessons and advice they can share, and how they landed their current jobs either as project managers or in more senior positions thanks to their success as project managers. Most of the project managers featured in this book—together with a selection of program managers, executives, entrepreneurs, and CEOs with project management backgrounds and responsibilities—work in the technology sector, but many work in other industries, including banking and financial services,

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consulting, aerospace, energy, and transportation. Bruce Harpham, PMP—a project management career advisor and journalist—has chosen interviewees who range across the spectrum of company size and maturity and of individual career stages—from CEOs who were formerly project managers (such as Mavenlink 's Ray Grainger); to founders of project management consulting firms (such as Tramore 's Tom Atkins); to project managers at the world 's leading tech giants (such as IBM 's Bob Tarne, Google 's Michael Lubrano, Apple 's Seth J. Gillespie, and Cisco 's Hassan Osman), in the space industry (such as NASA 's David Woerner, Canadian Space Agency 's Isabelle Tremblay and EUMETSAT 's Hilary Wilson), in financial services (such as TD Bank 's Ilana Sprongl and Ontario Municipal Employees Retirement System 's Annette Lyjak), and at

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transportation companies (such as Amtrak ' s Sarina Arcari). What You'll Learn Practicing project managers and engineers and graduates who aspire to become project managers will learn from the mouths of seasoned exponents at the top of their profession: Break into project management, cultivate leadership skills, and influence higher-ups Win assignments to manage career-advancing projects and ace deliveries Avoid pitfalls and recover from operational failures and managerial mistakes Manage the distractions and pressures of project work successfully while maintaining high morale Discover the books, courses, and development strategies they used to make it to the top Who This Book Is For Practicing project managers—including the half million PMI members required to pursue continuing education to maintain certification. The secondary readership is engineers, career-changers, and recent

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