Project management 101 *by Zavanak*

SERIES INTRODUCTION

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Why you need to know about project management

Today, more than ever before, the basis of work is projects.

You will be involved with projects, if you're not already.

You must learn to be a valuable **team member**.

You may want to become an outstanding **project manager**.

One day you may have to be an effective **sponsor** or **adviser**.

Project management is **20%** learning, **80%** experience.

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Series objectives

When you have finished following this series of programmes (and practised the techniques we look at), you should be able to:

- understand the basic principles of project management
- use the common tools and techniques I describe
- be able to apply these principles, tools and techniques to any project you are involved with
- be a more effective team member, project manager, project sponsor or decision-maker.

This series does not replace other types of training course, but hopefully provides a broader perspective than some do.

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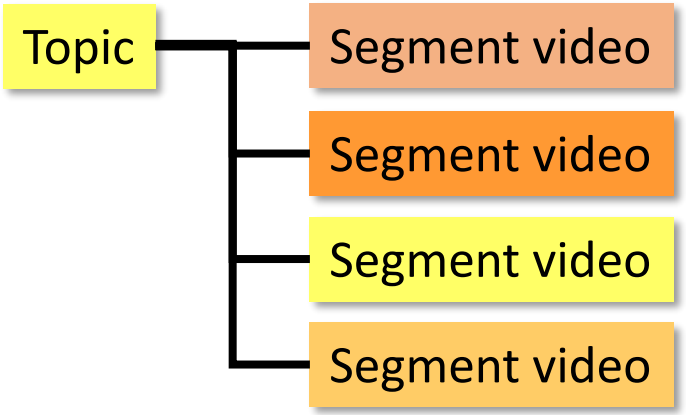
Series structure

Project management 101: a comprehensive introduction, and the foundation for further learning and experience.



23 topics

Slide decks are available for off-line study.

Other material can be found on the Zavanak website.

Topic and segment

Segment slide number

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Series contents

How projects happen

People in projects

The project environment

Planning the project

Managing the project work

Delivering the output and beyond

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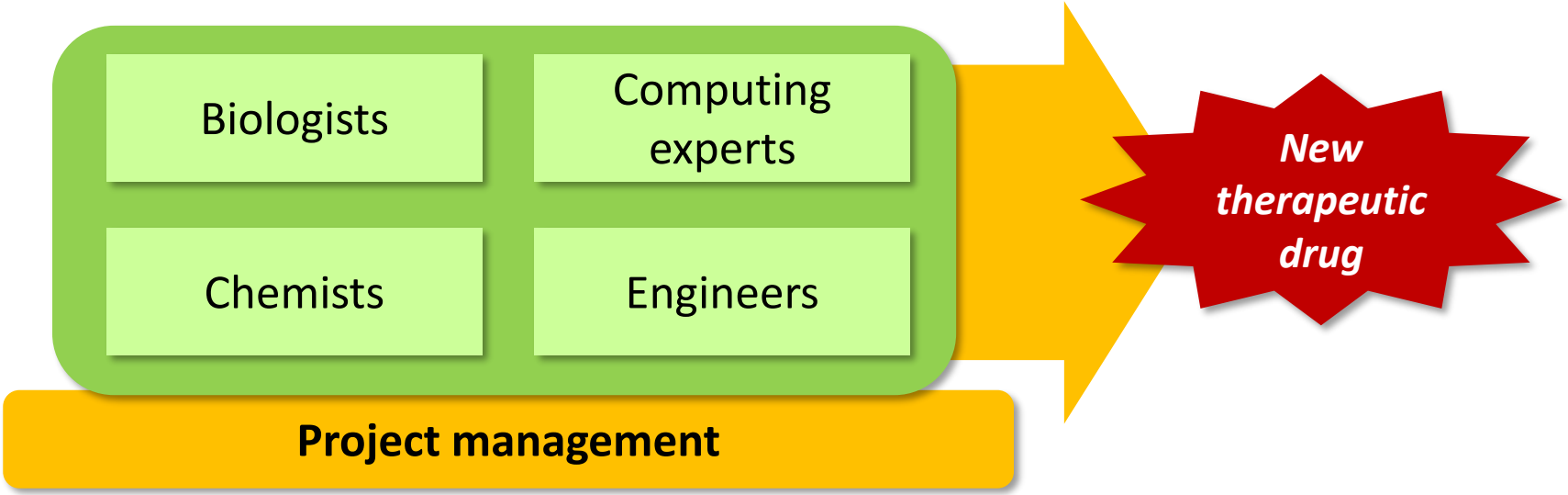
So what exactly is project management?



It is a mixture of art, craft and science.

- Human behaviour, analysis and judgement are at its core.
- **Nothing in the tools and techniques it employs can be scientifically proven to be absolutely true in all cases.**
- The knowledge base grows through experience.
- **What works in one situation may fail in another.**

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Project management is not just for business

Industry

Commerce

Health

National government

Local councils

Retail

Entertainment

The arts

Sport

Defence

Leisure

Exploration

Charity

Not-for-profit

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Lots of kinds of projects

Constructing a building

Developing a policy

Developing a new product or service

Handling a crisis

Organising an event

Carrying out a mid-life upgrade

Conducting an investigation

Setting up a new operation

Acquiring another company

Starting-up a new venture

Safely disposing of hazardous material

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My own projects experience

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And my teaching experience

Over 4,000 undergraduate and postgraduate students over 15 years

Bath University

Alliance Manchester Business School

Liverpool John Moores University

Lancaster University

Leeds University

Imperial College London

Plus several large commercial and public sector organisations

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Where the content comes from

Project journalism

Project case studies

Project textbooks

Project reports

Personal experience

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The perspective is largely British

Lots of well-documented project examples

Tendency to emphasize London

It's the part of the world I am most familiar with

Older examples have the perspective of time

Focus on hardware: buildings and transport

Plenty of critical analysis available

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