Project Management Discussion

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The project management cycle…

- **Initiate**
  - Why

- **Plan**
  - What do we want to do.

- **Do**
  - Carry out the plan!

- **Check**
  - Experiments

- **Act or Adjust**
  - Analyze the data, observations, and outcomes.

- **Conclusions**
  - What did we learn? What next?

- **Results**
  - Conclusions

**Walter Shewhart / W. Edwards Deming / PMI**
Now let’s think about integrating leadership…

Hybrid of PMI & CH2M HILL Project Delivery System
Remember to find balance…
Some potentially useful tools…

• Documents & budgeting
  – Google, MS Office, etc.

• Scheduling

• Project management
  – OpenAtrium – http://openatrium.com/
  – Basecamp – https://basecamp.com/
  – OpenProject – https://www.openproject.org/
Some thoughts and recommendations…

• Identify a suitable person to manage project – skill set, temperament, commitment

• Project plan – get and stay organized; anticipate and plan for risks; interface with institutional procedures

• Flexibility in all aspects – don’t be schedule or budget driven, but rather outcome driven

• Decisions – often easier to beg for forgiveness than to ask for permission
Some thoughts and recommendations…

• Communication – utilize various media to reach different kinds of people; hold regular meetings; keep stakeholders involved
• Seek out lessons learned – what works; what doesn’t; mentoring
• Delegate – don’t attempt to do everything
What are your thoughts and questions?
Let’s discuss...

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