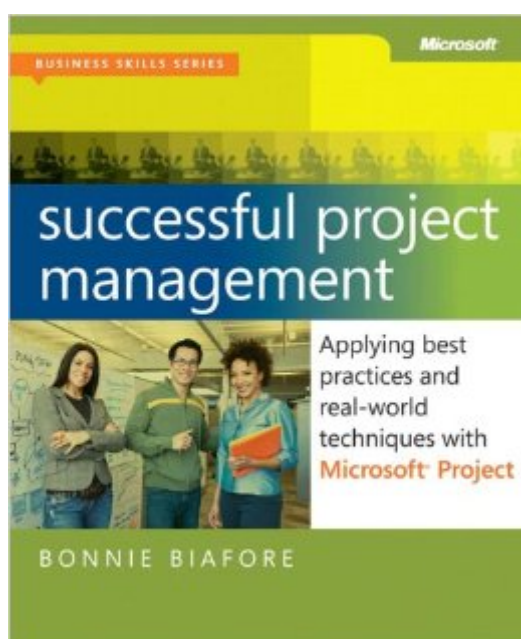


The book was found

Successful Project Management: Applying Best Practices, Proven Methods, And Real-World Techniques With Microsoft Project (Business Skills)



Synopsis

Learn best practices and proven methods from project management professionals and apply these skills as you work with Microsoft Project. In this practical guide, project management expert Bonnie Biafore shows you how to manage projects efficiently and effectively, sharing the real-world experiences of project managers in several industries. You'll learn how to put the best practices and hard-won lessons of experts to work on your critical projects. Sharpen the skills you need to manage projects expertly from start to finish. Communicate effectively with project stakeholders, management, and team members. Apply methods to break down the project into small, manageable pieces. Define work assignments, choose resources, and build project schedules. Accurately estimate project costs and work with a budget. Identify project changes and manage risks. Track progress and balance priorities without sacrificing quality. Document project history and lessons learned to help improve future projects. Project files available on the companion website.

Book Information

Series: Business Skills

Paperback: 400 pages

Publisher: Microsoft Press; 1 edition (March 25, 2011)

Language: English

ISBN-10: 0735649804

ISBN-13: 978-0735649804

Product Dimensions: 7.2 x 1.1 x 9 inches

Shipping Weight: 1.6 pounds (View shipping rates and policies)

Average Customer Review: 4.2 out of 5 stars See all reviews (8 customer reviews)

Best Sellers Rank: #1,063,055 in Books (See Top 100 in Books) #104 in Books > Computers & Technology > Business Technology > Microsoft Project #117 in Books > Computers & Technology > Software > Microsoft > Microsoft Project #169 in Books > Computers & Technology > Business Technology > Software > Project Management Software

Customer Reviews

When I started reading *Successful Project Management: Applying Best Practices and Real-World Techniques with Microsoft® Project*, I was actually a bit confused for a short while. The reason? I was expecting to read about how to do project management with Microsoft Project, but instead there was nothing about it at all. And why so? Because the author did something very interesting: focusing on the methodology from the PMI (Project Management Institute), and only bringing in

Project where required! This means that you will first get to learn about the theory of project management, and only afterwards you get to see how to do it in MS Project. In my opinion, this is a quite useful approach for PM beginners. Which brings me to the next point: this book is for beginners only, not for experienced PMs. If you've been managing projects for a while already, there might not be much useful for you in this book. If you've just started with project management, however, this book is definitely an interesting read. It goes through the different phases of a project, following the standardised and proven PMI methodology. The book goes through all the important phases of a project (getting approval, building a WBS, building a schedule, budgeting, executing, managing change, and so on), however without going too deep into it. You'll get to understand the basics of each topic, however don't expect too much information that explains it much further. My opinion of this book: I was struggling a bit whether I find this book only average or better than that. In the end, I thought hard about the target audience for this book and how useful it is for them, and came to the decision that it's a solid book for junior project managers, or anyone working on a project for the first time, and that I would give it a rating of 4/5.

Worthwhile entry-level book for people in other disciplines (e.g. business analysis, software engineering) that want to move into project management. The book is largely based on the PMBOK (though it does not use any PMBOK-style processes and diagrams), and covers all knowledge areas. The book sticks with a generic project management approach, which can work with any type of software development methodology. Interspersed throughout the book are sidebars on how to perform various project management activities within Microsoft Project 2010. On the minus side, I found the book to be a little too verbose for my liking. I preferred Stackpole's 'User Manual to PMBOK Guide' for this reason. Two glaring omissions from this book are the absence of any figures and the absence of any case studies or descriptions. Finally, there are no new ideas for experienced project managers. The book is useful to this latter category in that they can have a handy title to recommend to those interested in the field, and also their business counterparts. Recommended for entry level project managers, who have had SDLC experience on at least two past projects.

Successful Project Management: Applying Best Practices and Real-World Techniques with Microsoft Project has a slightly misleading title - you won't really see MS Project used until chapter 4. This book is really about translating the Project Management Institute (PMI) methodology into a format which can be readily understood, with the occasional diversion to the use of Microsoft's

Office tools. Project 2010 version is assumed, as is the availability of other Microsoft tools like Excel and Word. If you have experience with formal project methods, this is probably not the book for you. New or part-time project managers would benefit from the text, as it discusses most of the touchpoints of project management in easily accessible language. That's not a small accomplishment, and is complemented by a clear, direct writing style. The most common tasks in Project (work breakdown structure, resource information, etc) are covered at a level sufficient to make the reader functional, but not necessarily expert. There are also a number of frustration-saving tips, such as those on where to use fixed dates on tasks. In addition to the tool-related narratives, there are also chapters on ancillary topics like budgets, reporting and some financial analysis. This should be of great value to the novice PM. Overall, a good purchase for anyone just starting out in project management. Disclaimer, I was provided access by O'Reilly Publishing to an electronic copy of this book for review purposes.

Okay, my first O'Reilly book that isn't exactly a technical programmer's book, but rather a management book. I think a programmer needs to know more than just how to use APIs, and this book introduces a new perspective to a developer's mind. Especially if you are very entrepreneurial at mind, like I am, The book focuses on a prescribed methodology, formulated by the Project Management Institute, structured via Microsoft's management tool, Microsoft Project 2010. Okay, well I don't use and won't use MS Project, as I use a mac, but applying basic principles to other tools, such as Merlin for Mac I still find this book to be potent in helping me manage my own project, or a project with a collaborator. Relating the philosophy of project management by breaking down projects into tasks, and units and resources, visioning milestones and goals, and working with dependencies is what this book will give you, and perfect for the agile developers out there, who want to manage a project agile-ley as well. I certainly recommend this book, in your bookshelf of other books that you will need to master, in order to be a more holistic programmer and businessman, a role that has blurry boundaries these days.

[Download to continue reading...](#)

Successful Project Management: Applying Best Practices, Proven Methods, and Real-World Techniques with Microsoft Project (Business Skills) Leadership: Management Skills, Social Skills, Communication Skills - All The Skills You'll Need (Conversation Skills, Effective Communication, Emotional ... Skills, Charisma Book 1) Project Management: Secrets Successful Project Managers Know And What You Can Learn From Them: A Beginner's Guide To Project Management With Tips On Learning ... Project Management Body of Knowledge) Project

Management: 26 Game-Changing Project Management Tools (Project Management, PMP, Project Management Body of Knowledge) Agile Project Management: Box Set - Agile Project Management QuickStart Guide & Agile Project Management Mastery (Agile Project Management, Agile Software Development, Agile Development, Scrum) Agile Project Management: An Inclusive Walkthrough of Agile Project Management (Agile Project Management, Agile Software Development, Scrum, Project Management) Project Management Using Microsoft Project 2013: A Training and Reference Guide for Project Managers Using Standard, Professional, Server, Web Application and Project Online Office 2016 For Beginners- The PERFECT Guide on Microsoft Office: Including Microsoft Excel Microsoft PowerPoint Microsoft Word Microsoft Access and more! Leadership: Become A Super Leader - Management, Management Skills, Communication & Coaching (Business Skills, Influence, Persuasion, Body Language, Leadership Skills, Emotional Intelligence) Project Management: Efficient & Effective: The Beginner's POCKET GUIDE for Successful Project Completion (PMP, Business, Leadership, Management) Microsoft Project 2013, Configuraci3n: Configura bien el Project, evita contratiempos (Administrando Proyectos con Microsoft Project) (Spanish Edition) Agile Project Management: QuickStart Guide - The Simplified Beginners Guide To Agile Project Management (Agile Project Management, Agile Software Development, Agile Development, Scrum) Agile Project Management: & Scrum Box Set - Agile Project Management QuickStart Guide & Scrum QuickStart Guide (Agile Project Management, Agile Software ... Scrum, Scrum Agile, Scrum Master) Agile Project Management: For Beginners - A Brief Introduction to Learning the Basics of Agile Project Management (Agile Project Management, Agile Software Development, Scrum) Agile Project Management: QuickStart Guide - The Complete Beginners Guide To Mastering Agile Project Management! (Scrum, Project Management, Agile Development) Agile Project Management: Mastery - An Advanced Guide To Agile Project Management (Agile Project Management, Agile Software Development, Agile Development, Scrum) Florida Real Estate Principles, Practices & Law (Florida Real Estate Principles, Practices and Law) Victory: Applying the Proven Principles of Military Strategy to Achieve Greater Success in Your Business and Personal Life BUSINESS PLAN: Business Plan Writing Guide, Learn The Secrets Of Writing A Profitable, Sustainable And Successful Business Plan ! -business plan template, business plan guide - Business Plan: Business Tips How to Start Your Own Business, Make Business Plan and Manage Money (business tools, business concepts, financial freedom, ... making money, business planning Book 1)

[Dmca](#)