Introduction to Projects and Project Management

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Learning Objectives:

➢ Provide an overview of Projects and Project Management

At the end of the session, participants should be able to:

➢ Define project management concepts.
➢ Appreciate the importance of project management concepts.

What is a project?

A project is a temporary endeavour undertaken to create a unique product, service or result. Temporary means it has a definite beginning and end.

It is non-repetitive and creates a unique product that will add value or generate positive change.

Examples of Projects:

✓ The development of a new or unique machine tool in a job shop operation, where each machine tool is different. When each machine tool is done, it is done. No repetitive operation.

✓ Planning a family vacation to a new or unusual destination—it is neither routine nor repetitive.

✓ Gaining and using a new skill, or completing on-the-job training.

Project characteristics :

➢ It is unique.

➢ It is non-repetitive.

➢ It is temporary.

➢ It has a definite start and end dates.
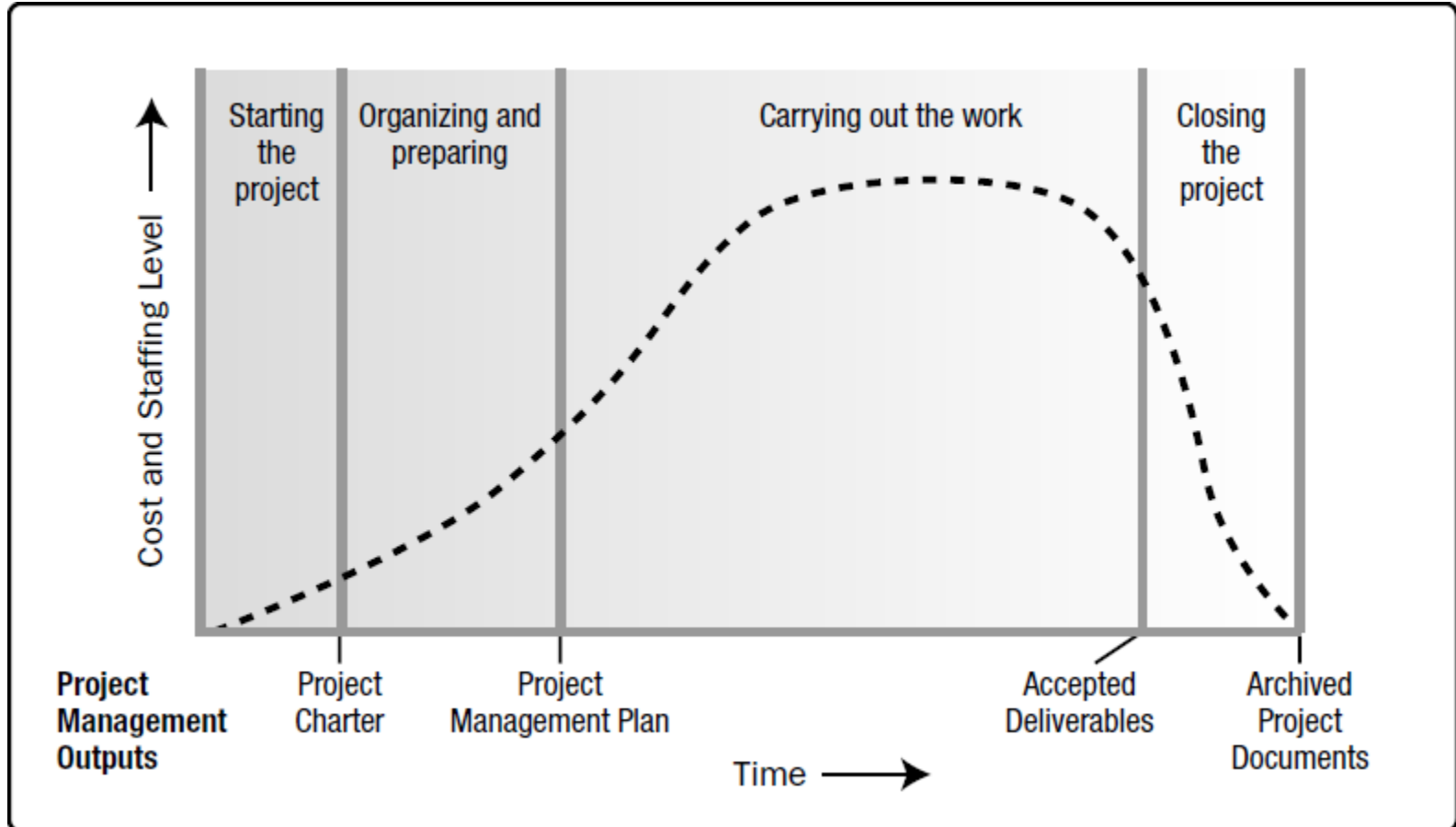
➢ It has time, cost and performance requirements.

Project Life Cycle

The project life cycle refers to a series of phases which are necessary to fulfil project goals or objectives. Projects vary in size and complexity, but no matter how large or small, every project has certain phases of development.

Characteristics of the Project Life Cycle

➢ Starting the project

➢ Organizing and preparing

➢ Carrying out the project work

➢ Closing the project

Typical Cost and Staffing Levels Across a Generic Project Life Cycle Structure

Project vs. Operation

➢ Project is temporary, operation is ongoing.

➢ Project is non-repetitive, operation is repetitive.

➢ Project is unique, operation is routine

➢ Project brings change, operation maintains the status quo.

Project vs. Product

➢ A project creates a product as output.

➢ When the product is created, project ends.

➢ Product outlasts the project.

Project vs. Programme

...a project is a set of interrelated activities working together to deliver the project's output(s)...

...a programme is a collection of interrelated projects working together to deliver the programme goal...

Project Constraints

➢ Cost: budget

➢ Scope: totality of project work

➢ Schedule: time to start & end project

➢ Quality: performance standard

Project Management

Project Management is the application of knowledge, skills, tools, and techniques to project activities to meet the project requirements.

It involves the planning, monitoring and control of all aspects of the project and the motivation of all those involved in it to achieve the project objectives on time and to the specified cost, quality and performance.

Project Manager (PM)

➢The PM is the person charged with the responsibility for the overall successful management of a project.

➢The PM manages the project within the project constraints (CSSQ) to accomplish the project objective(s).

Project Management Team

➢The management team charged with the responsibility for the overall successful management of a project.

➢The team is usually composed of people who have different backgrounds and skills set.

➢The team is lead by the project manager.