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FOR THE

**UNOFFICIAL**

PROJECT  
MANAGER

UPDATED AND REVISED EDITION

Kory Kogon

Suzette Blakemore

# Project Management For The Unofficial Project Manager

**JE Gale**



## **Project Management For The Unofficial Project Manager:**

*Project Management for the Unofficial Project Manager* Kory Kogon, 2015 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 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 management project manager may not be your official title or necessarily your dream job but with the right strategies you can excel *Project Management for the Unofficial Project Manager* Kory Kogon, Suzette Blakemore, James Wood, 2015-04-07 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 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 management project manager may not be your official title or necessarily your dream job but with the right strategies you can excel **Project Management for the Unofficial Project Manager (Updated and Revised Edition)** Kory Kogon, Suzette Blakemore, 2024-01-16 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 projects you're an unofficial project manager Franklin Covey experts Kory Kogon and Suzette Blakemore understand the importance of leadership in project completion and explain that people are crucial in the formula for success This updated and revised edition of *Project Management for the Unofficial Project Manager* offers practical real world insights for effective project management and guides you through the essentials of the value people and project management process Scope Plan Engage Track and Adapt Close If you're struggling to ensure multiple projects are finished with high

value and on time 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 management project manager may not be your official title but with the right strategies you can excel in this project economy

Project Management for the Unofficial Project Manager (Updated and Revised Edition) Kory Kogon, Suzette Blakemore, 2024-01-16 This updated and revised edition of 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

Summary of Kory Kogon, Suzette Blakemore & James Wood's Project Management for the Unofficial Project Manager Everest Media, 2022-03-25T22:59:00Z Please note This is a companion version not the original book

Sample Book Insights

- 1 The majority of people we've interviewed say that between 60 and 80 percent of their work is project based But when we ask if they are project managers virtually all say no They are anything but project managers
- 2 If you spend a large portion of your day working on projects you are also an unofficial project manager And you're not alone A lot of us have quietly slipped into that role and we're fighting project failure every day as we try to push through to a deadline
- 3 The first step in becoming a better project manager is to pick up a book on project management The books available on the market are written from the point of view of a formal official project manager while this book focuses on the people on your team and how to lead them
- 4 Projects fail for many of the same reasons that people fail projects a lack of commitment and support from management unrealistic timelines too many competing priorities unclear outcomes and expectations and so on

**Project Management of Large Software-Intensive Systems** Marvin Gechman, 2019-03-11 The book describes how to manage and successfully deliver large complex and expensive systems that can be composed of millions of lines of software code being developed by numerous groups throughout the globe that interface with many hardware items being developed by geographically dispersed companies where the system also includes people policies constraints regulations and a myriad of other factors It focuses on how to seamlessly integrate systems satisfy the customer's requirements and deliver within the budget and on time The guide is essentially a shopping list of all the activities that could be conducted with tailoring guidelines to meet the needs of each project

Build, Run, and Sell Your Apple Consulting Practice Charles Edge, 2018-08-09 Starting an app development company is one of the most rewarding things you'll ever do Or it sends you into bankruptcy and despair If only there was a guide out there to help you along the way This book is your guide to starting running expanding buying and selling a development consulting firm But not just any consulting firm one with a focus on Apple Apple has been gaining adoption in businesses ranging from traditional 5 person start ups to some of the largest companies in the world Author Charles Edge has been there since the days that the Mac was a dying breed in business then saw the advent of the iPhone and iPad and has consulted for environments ranging from the home user to the largest Apple deployments in the world Now there are well over 10 000 shops out there consulting on Apple in business and more appearing every day Build Run and Sell Your Apple Consulting Practice takes you through the journey

from just an idea to start a company all the way through mergers and finally into selling your successful and growing Apple development business What You'll Learn Create and deploy grassroots as well as more traditional marketing plans Engage in the community of developers and companies that will hire you and vice versa Effectively buy and sell your time and talents to grow your business while remaining agile Who This Book Is For Business owners looking to grow and diversify their companies as well as developers engineers and designers working on Apple apps who would like to branch out into starting their own consulting business *Project Management, Second Edition (Briefcase Books Series)* Gary R.

Heerkens, 2013-11-22 ON TIME ON BUDGET MANAGE EVERY PROJECT LIKE A PRO In today's environment of tight turnarounds and even tighter budgets the effective project manager is often considered the most valuable member of a workplace team Project Management Second Edition provides a step by step introduction to the tools and techniques necessary to successfully spearhead your next project This new edition has everything that made the original so popular plus it has been updated to reflect new principles and strategies in team building planning estimating costs managing project interfaces and more providing you with the kind of business savvy today's project manager is expected to possess Learn how to Stay on top of all aspects of your project process interpersonal and organizational Forge a spirit of cooperation and achievement among diverse team members Manage all the contingencies foreseen and unforeseen that come up in every project *Project Management Workbook for the Unofficial Project Manager* Kory Kory, 2020-12 Essential Information

in Project Management Ginger Cooper, 2022-09-16 In order to better understand project management this paper will provide quick introduction of the techniques that guide the majority of professionally managed projects Many organizations do not have full time project managers on staff and it is typical to assign project team to the care of particular department although the majority of professional training in project methodology joining project team by getting training experience and continuous improvement person's career profile project is transitioning with range of duration It is carried out to meet specific demand within an organization which could develop good or service or other business procedure This is completely the odds with how company typically operates to create its goods or services on continuous basis For instance if an organization's work is to continuously build vehicle the activity is regarded as function because the organization repeatedly produces the same goods or provides the same services and employs the same positions on semi permanent basis **Project**

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I'm often asked "I don't have a college degree. Fortunately, it isn't necessary. Project managers need leadership and technical skills, not specific degrees. With the right experience and training, it doesn't matter whether you went to college or what you studied. I've never been a programmer, can I still be a project manager?" I'll be honest with you: Familiarity with coding does help if you want to lead projects in the IT and software sectors. However, there are many, many other industries and fields who need good project managers without requiring coding expertise. What if I don't have any experience in project management? This book will give you ideas for hands-on experience in your community that will help you get in the door. Plenty of companies offer entry-level positions where you can hone your skills, and you'll learn what companies are looking for when they hire a project manager. Once you put the suggestions in this book into place, you'll join successful project managers all over the world in an exciting, fast-paced career. Not only that, but you can use these skills to benefit all aspects of your life. To achieve your goals of project manager stardom, scroll up and click the Add to Cart button now.

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*Project Management* Gary R. Heerkens, 2001-09-22. This reader-friendly series is a must-read for all levels of managers. All managers, whether brand new to their positions or well-established in the corporate hierarchy, can use a little brushing up now and then. The skills-based Briefcase Books Series is filled with ideas and strategies to help managers become more capable, efficient, effective, and valuable to their corporations. Project Management reviews the steps in organizing and managing projects, from how to build a realistic schedule to how to measure both success and failure. A concise and accessible yet authoritative guide to a topic in which books are more often lengthy and technical. Project Management discusses team building, timing the planning process, estimating project costs, managing project interfaces, the four stages of risk management, and more.

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**Project Management (IPMA®)** Karen Dittmann, Konstantin Dirbanis, 2024-03-15. The book contains the complete learning content for the IPMA Level D Certification, as well as the GPM Basic Certificate. It offers numerous examples.

templates for project management methods and practical tips It also aims to convey the joy of project management which when carried out professionally is probably one of the most versatile and exciting professions imaginable The IPMA International Project Management Association defines global standards for professional project management The three competence areas of the current standard ICB4 0 Individual Competence Baseline Perspective context People personal and social and Practice methods and technical provide the certification framework for project managers The competence based approach of IPMA enables the transfer into practice and goes beyond the pure knowledge acquisition of other certifications solely based on tools and methods In this way the transfer to everyday project management can be managed successfully

Contents Project context how projects are embedded in companies what legal regulations need to be considered the role of organizational culture in project implementation People in the project personal and social skills for project managers how to design projects with people for people Methods and techniques from requirements analysis to performance resource time and cost planning through to project controlling and project closure All topics are explained for both classical plan based and agile project management and how to combine these two approaches hybrid New in the 2nd edition Modernized German standard of the current ICB 4 valid from 01 01 2024 Coverage of agile and hybrid project management Continuous project examples as an aid for writing the Level D report

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