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# Stepping Up To Project Management

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# First Project Manager

*First, have a definite, clear practical ideal; a goal, an objective. Second, have the necessary means to achieve your ends, wisdom, money, materials, and methods. Third, adjust all your means to that end.*

*-Aristotle*



# Outline

- Why Should I be a Project Manager?
- Educational Preparation
- Practical Preparation
- Credentialing
- Three Major Tools of Project Management
- Other Tools of Project Management



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# Why Should I Be a Project Manager?

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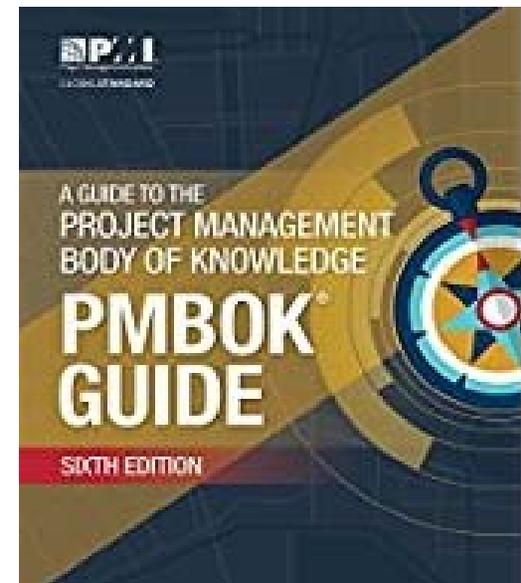
# What is a Project

- Defining a project?
- How does a project differ from other types of work?

# PMBOK Definition of a Project

Project – “A temporary endeavor undertaken to create a unique product, service or result”

*PMBOK® Guide – Sixth Edition, p. 4*



# 3 Reasons

1. Projects are Exciting!!!!!!
2. Avenue for Professional Advancement
3. Your Industry is Project Based

# Individual Characteristics

A Project Manager should be:

- Detail oriented
- Good communicator
- Committed to goals, passionate
- Driven, tenacious

What would you add?

# Panel Discussion

- How has Becoming a Project Manager Added to Your Career?



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# Educational Preparation

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# Project Training in School

Why is this page basically empty?

# Question

- How many of you had project management training in school?
- Our panel is all project managers. What was their training from school?



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# Practical Preparation

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# So How Can We Prepare?

To prepare to get into project management:

- Work on project teams
- Get involved with decisions on projects
- Take a class on project management
- Get certified in project management

# Panel Discussion

Describe your path from entry level position to project manager.

What were your biggest frustrations when first working/growing on projects?



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# Credentialing

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# Why Become Certified?

- Competitive Advantage
- Gain Skills and Knowledge
- Improved Performance
- Career Advancement
- Earning Potential
- Professional Credibility

# Project Certifications

- Project Management Institute
  - Project Management Professional (PMP)
  - Certified Associate in Project Management (CAPM)
- Other
  - International Association of Project Managers (IAPM)
  - Agency Certifications (FAC-P/PM)

# PMP vs. CAPM

- PMP
  - 3 years experience
  - 35 hours training
- CAPM
  - No experience
  - 23 hours training

Both require an exam

# New PMP Exam in 2021

- Old Exam based on 6<sup>th</sup> PMBOK
  - 10 Areas of Knowledge
  - 49 Processes
- New exam also based on 6<sup>th</sup> PMBOK
  - New exam outline
  - Focus on People, Process, Business
  - Follows more of a life cycle flow

# Panel Discussion

Do you have professional certification to lead projects?

Do you see value in getting that?



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# Three Major Tools of Project Management

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# Work Breakdown Structure

- Foundational Tool of all Project Planning
- Details the Work to be Completed
- Approved WBS Becomes the Scope Baseline
- Usually Required Prior to Funding Release

# Critical Path Scheduler

- Develops Project Schedule (Gantt Chart)
- Identifies Critical Path
- Quantifies Slack Throughout Project
- Illustrates Dependencies Between Tasks

# Earned Value

- Summarizes Current Project Status
- Forecasts Updates for Final Project Cost and Completion Date
- Guides Project Execution
- Especially helpful for Programs



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# Other Tools of Project Management

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# Other Tools

- Responsibility Assignment Matrix
- S-Curve
- Quality Plan
- Procurement Plan
- Communication Plan
- Risk Register
- Issue Log