

Project Charters

Initiation Stage

- Project selection
 - Alignment with company goals
 - State the problem
 - Identify project goals
 - List the objectives
- Assemble preliminary team
 - Determine preliminary resources
 - Identify assumptions & risks

Project Charter

- General description of:
 - What is being done.
 - Why it is being done.
 - Who wants it done.
 - How it is being done.
 - When does it need to be done.
 - Any resource limitations (may be time, knowledge)

Basic Project Management

1. Project charter
2. Goal breakdown schedule (GBS)
3. Scope of Work
4. Work breakdown schedule (WBS)
5. Project schedule
6. Project budget
7. Risk Management Plan
8. Communication Plan
9. Hand-off plan (continuity)

Project Management: Triple Constraints

Time, resources, quality

Resources
(cost)

Schedule
(time)



Quality
(requirements/capabilities)

PMI: Five Project Phases

1. Initiation
2. Planning
3. Execution
4. Monitoring & Control
5. Close-out

PMI: Five Project Phases

