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

What is Project Management: The application of knowledge, skills, tools, and techniques to project activities to meet project requirements. Project Management consists of five interacting process groups defined as:

INITIATING – Authorize the project, develop Project Charter, assign Project Manager
PLANNING – Document scope, business requirements, tasks, schedules, costs, risks, staffing needs
EXECUTING – Coordinate people and resources to carry out the plans
MONITORING & CONTROLLING – Monitor progress and revise the plan(s) as necessary
CLOSING – Formally accept the project deliverables and close the project

Monitoring and Control processes are applied throughout Initiating, Planning, Executing, and Closing phases of a Project.

Planning (PLAN), Executing (DO), Monitoring & Controlling (CHECK & ACT) is an ongoing cycle from the initiation to the closing of a project.

Benefits of Project Management: The management and mitigation of risk by applying proven, well-documented repeatable processes to deliver quality product, service and/or results within the established scope, on time and within budget. Other benefits include: clear objectives and completion criteria, improved communication and customer satisfaction, staff time is spent on priority efforts, accurate reporting to executive staff, and reduces team stress across multiple projects.
# Project Management Process Map

## Development Life Cycle

- Initiation
- Concept Development
- Planning
- Reqmts. Analysis
- Design
- Development
- Test
- Implementation
- M & O
- System Decommission

## Knowledge Area Processes

### Integration

- **Initiating**: Project Charter
- **Planning**: Project Management Plan, Formal Project Approval
- **Executing**: Execute Project Plan, Complete Work Packages or Tasks
- **Monitoring & Controlling**: Monitor & Control Work, Change Control
- **Closing**: Reassess Plans, Corrective Action

### Scope Management

- **Initiating**: Scope Planning, Definition, & Work Breakdown Structure (WBS)
- **Planning**: Activity Definition, Sequencing, Resource Estimation, Duration Estimation, & Schedule Development
- **Executing**: Develop Budget, Cost Estimating & Budgeting
- **Monitoring & Controlling**: Scope Verification, Scope Control
- **Closing**: Formal Project Closure, Lessons Learned, Archive Records, Release Staff

### Time Management

- **Initiating**: Scope Planning, Definition, & Work Breakdown Structure (WBS)
- **Planning**: Activity Definition, Sequencing, Resource Estimation, Duration Estimation, & Schedule Development
- **Executing**: Develop Budget, Cost Estimating & Budgeting
- **Monitoring & Controlling**: Schedule Control
- **Closing**: Cost Control

### Cost Management

- **Initiating**: Scope Planning, Definition, & Work Breakdown Structure (WBS)
- **Planning**: Activity Definition, Sequencing, Resource Estimation, Duration Estimation, & Schedule Development
- **Executing**: Develop Budget, Cost Estimating & Budgeting
- **Monitoring & Controlling**: Cost Control
- **Closing**: Cost Control

### Quality Management

- **Initiating**: Quality Management Plan
- **Planning**: Quality Management Plan
- **Executing**: Quality Assurance
- **Monitoring & Controlling**: Quality Control
- **Closing**: Quality Control

### Human Resource Management

- **Initiating**: Assign Project Manager
- **Planning**: Human Resource Planning
- **Executing**: Acquire and Develop the Project Team
- **Monitoring & Controlling**: Manage Project Team
- **Closing**: Manage Project Team

### Communications Management

- **Initiating**: Plan Communications Management
- **Planning**: Manage Communications
- **Executing**: Control Communications
- **Monitoring & Controlling**: Risk Monitoring & Control
- **Closing**: Product Acceptance, Contract Closure

### Risk Management

- **Initiating**: Risk Planning, Identification, Analysis, & Response Planning
- **Planning**: Risk Planning, Identification, Analysis, & Response Planning
- **Executing**: Risk Monitoring & Control
- **Monitoring & Controlling**: Risk Monitoring & Control
- **Closing**: Risk Monitoring & Control

### Procurement Management

- **Initiating**: Procurement Plan, Plan Purchases, Acquisitions, & Contracting
- **Planning**: Request Bids, Select Vendors
- **Executing**: Contract Administration
- **Monitoring & Controlling**: Product Acceptance, Contractor Evaluation (STD 4)
- **Closing**: Product Acceptance, Contractor Evaluation (STD 4)

### Stakeholder Management

- **Initiating**: Identify Stakeholders
- **Planning**: Plan Stakeholder Management
- **Executing**: Manage Stakeholder Engagement
- **Monitoring & Controlling**: Control Stakeholder Engagement
- **Closing**: Control Stakeholder Engagement

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