The Concise PRINCE2 Pocket Guide

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A Pocket Guide for Project Managers Michael J. Bettigole 2014-09-24 Organizations can deliver projects that are on time, are within budget, and produce the results they are intended to –and it starts with project managers. Author Michael J. Bettigole, who has painstakingly studied the patterns and circumstances surrounding project success and failure, shares strategies to help project managers on the front lines accomplish their objectives. In a clear, concise format, he shares best practices so project managers can demonstrate their expertise and distinguish themselves as leaders in the field. He also explores how project managers can improve communication with members of the team; keep team members accountable; provide assistance to fi x problems; and pick the management style that works best. Organized by the topics that most directly affect project delivery–accountability, transparency, communication, governance, control, leadership, and tools–the advice is simple and easy to put into action. Numerous case studies on projects that succeeded and on those that went wrong help organizations duplicate victories and avoid pitfalls. Whether you're a project manager or someone higher up in the organization, you can gather the tools you need to help your team get the job done right with A Pocket Guide for Project Managers."
High Performance in Hospital Management Edda Weimann 2017-05-10 This book provides a broad overview of what is needed to run hospitals and other health care facilities effectively and efficiently. All of the skills and tools required to achieve this aim are elucidated in the book, including business engineering and change management, strategic planning and the Balanced Scorecard, project management, integrative innovation management, social and ethical aspects of human resource management, communication and conflict management, staff development and leadership. The guidance offered is exceptional and applicable in both developed and developing countries. Furthermore, the relevant theoretical background is outlined and instructive case reports are included. Each chapter finishes with a summary and five reflective questions. Excellence can only be achieved when health care professionals show in addition to their medical skills a high level of managerial competence. High performance in Hospital Management assists managers of health care providers as well as doctors and nurses to engage in the successful management of a health care facility.
Software Project Management 5e Bob Hughes 2009-05-16 Software Project Management 5e
ITIL® 2011 Edition – A Pocket Guide Jan van Bon a.o. 2011-12-30 Note: This pocket book is available in several languages: English, German, Dutch. Since 2001 the Van Haren

Publishing ITIL Pocket Guides have helped readers all over the world to understand the essentials of ITIL (IT Infrastructure Library), the leading framework for IT service management. This pocket guide does exactly the same as previous editions: offering a concise summary of ITIL, based on ITIL® 2011 Edition. We have condensed the full ITIL framework, found in 2000 pages, into just 200 pocket-sized pages! It means that this book is an essential time-saving and cost-effective guide to ITIL 2011 Edition -- for both industry experts and students alike. Primarily it is a quick, portable reference tool to ITIL for all professionals in the service management community. What is the 'lifecycle' approach? What are the key service management processes and functions? Secondly the ITIL pocket guide can be used as part of the training material for everyone who wants to certify for the ITIL Foundation exam. The guide contents cover all of the specifications of APMG's ITIL Foundation Certificate syllabus. By this book is a separate file (free, via internet) available: • All images in the book, in Powerpoint format. Click on the button Training Material by the book on our website.

Prince2 for Beginners Bryan Mathis 2014-09-08 LEARN:: Project Management via PRINCE2 for Beginners for Self Study and Foundation Exam PRINCE2 (PRojects IN Controlled Environments) is a widely used method for managing projects, particularly in the United Kingdom as well as in other countries. I wrote this book to develop the reader's working knowledge of all aspects of PRINCE2, with the goal of providing a truly useful self-study manual for the PRINCE2 Foundation qualification. The book is based on the most recent revisions to the method made in 2009, so it's as current as any other resource on the market today. I have written this guide as an efficient self-study manual that presents what you need to grasp the fundamentals of PRINCE2 and understand it as a logical system. It is specifically aimed at readers who are studying for the Foundation qualification and want

to get the most out of their study time. Although anything in this book can appear on the examination, certain parts of the method show up repeatedly, so at the end of the chapter you will find a list of the concepts you should review more intensively, along with study tips and tricks. In the second part of the book you will find 75 sample test questions, followed by a separate section giving the answers and which element of the method each question is taken from. This way, you can focus on a particular area of PRINCE2 where you need to do more work. INSIDE:: PRINCE2 for Beginners Book Inside this book you'll discover: The 7 PRINCIPLES - Business Case Organization Quality Plans Risk Change Progress The 7 PROCESSES - Starting Up a Project Directing a Project Initiating a Project Managing a Stage Boundary Controlling a Stage Managing Product Delivery Closing a Project Tailoring to the Environment THE PRINCE2 FOUNDATION EXAMINATION - Foundation Examination Questions Answers and Chapter References

The Concise PRINCE2® Colin Bentley 2013-06-27 PRINCE2® is a highly successful project management method. For those who are sitting PRINCE2® exams, or embarking on their first project, there's a lot to learn and remember. How do you capture the fundamental principles, the essential themes, and bring them to mind when you need them?

PRINCE2 Made Simple Ian Lawton 2015-05 To the newcomer PRINCE2 can represent a bewildering array of jargon. Terms like 'integrated elements', 'principles', 'themes', 'processes' and 'management and specialist products' can overwhelm course delegates or self-studiers on first exposure. Understanding what these terms mean in simple language and, even more important, how all these elements of PRINCE2 fit together, is the major hurdle that needs to be overcome if the many benefits of the method are to be unlocked. IAN LAWTON is a former chartered accountant, sales executive, business consultant and IT project manager. Since 2008 he has trained more than 2000 delegates on

PRINCE2 courses. He has worked for some of the market leaders in training provision such as Parity and QA, and understands how to make the method accessible to newcomers.

ISO 21500 Guidance on project management – A Pocket Guide Rommert Stellingwerf 2013-06-19 This pocket guide explains the content and the practical use of ISO 21500 – Guidance on project management, the latest international standard for project management, and the first of a family of ISO standards for project, portfolio and program management. ISO 21500 is meant for senior managers and project sponsors to better understand project management and to properly support projects, for project managers and their team members to have a reference for comparing their projects to others and it can be used as a basis for the development of national standards. This pocket guide provides a quick introduction as well as a structured overview of this guidance and deals with the key issues within project management: • Roles and responsibilities • Balancing the project constraints • Competencies of project personnel All ISO 21500 subject groups (themes) are explained: Integration, Stakeholder, Scope, Resource, Time, Cost, Risk, Quality, Procurement and Communication. A separate chapter explains the comparison between, ISO 21500 and PMBOK® Guide PRINCE2, Agile, Lean, Six Sigma and other methods, practices and models. Finally, it provides a high level description of how ISO 21500 can be applied in practice using a generic project life cycle. Proper application of this new globally accepted project management guideline will support organizations and individuals in growing their project management maturity consistently to a professional level.

A pocket companion to PMI's PMBOK® Guide sixth Edition Anton Zandhuis 2019-04-10 Note: This pocket book is available in the following languages: English, German, Dutch. This pocket guide is based on the PMBOK® Guide Sixth Edition. It contains a summary of the PMBOK® Guide, to provide a quick introduction as well as a structured overview of this framework for project management. This pocket guide deals with the key issues and themes within project management and the PMBOK® Guide as follows: – Key terms and definitions in the project management profession '– A short overview of the activities of PMI Inc., the organization and its standards: PMBOK® Guide, Standard for Project Portfolio Management, Standard for Program Management and other standards. – The essentials of the Project Lifecycle and Organization. – What are the key project management knowledge areas and processes? Main target Group for this pocket guide is anyone with an interest in understanding the PMBOK® Guide framework or a systematic approach for project management. The book is also very useful for members of a project management team in a project environment using the PMBOK® Guide as a shared reference. A complete but concise description of the PMBOK® Guide, for anyone involved in projects or project management, for only €15,95!

A pocket companion to PMI's PMBOK Guide Fifth edition Thomas Wuttke 2015-01-01 Note: This pocket book is available in several languages: English, German, French, Spanish, Dutch.This pocket guide is based on the PMBOK® Guide Fifth Edition. It contains a summary of the PMBOK® Guide, to provide a quick introduction as well as a structured overview of this framework for project management. This pocket guide deals with the key issues and themes within project management and the PMBOK® Guide as follows: – Key terms and definitions in the project management profession– A short overview of the activities of PMI Inc., the organization and its standards: PMBOK® Guide, Standard for Project Portfolio Management, Standard for Program Management and other standards.– The essentials of the Project Lifecycle and Organization. – What are the key project management knowledge areas and processes? Main target Group for this pocket guide is anyone with an interest in understanding the PMBOK®

Guide framework or a systematic approach for project management. The book is also very useful for members of a project management team in a project environment using the PMBOK® Guide as a shared reference. A complete but concise description of the PMBOK® Guide, for anyone involved in projects or project management, for only 15,95!

eBook: Software Project Management, 5e HUGHES 2021-04-04 eBook: Software Project Management, 5e

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A pocket companion to PMI's PMBOK Guide Fifth edition Thomas Wuttke 2015-01-01 Note: This pocket book is available in several languages: English, German, French, Spanish, Dutch.This pocket guide is based on the PMBOK® Guide Fifth Edition. It contains a summary of the PMBOK® Guide, to provide a quick introduction as well as a structured overview of this framework for project management. This pocket guide deals with the key issues and themes within project management and the PMBOK® Guide as follows: – Key terms and definitions in the project management profession– A short overview of the activities of PMI Inc., the organization and its standards: PMBOK® Guide, Standard for Project Portfolio Management, Standard for Program Management and other standards.– The essentials of the Project Lifecycle and Organization. – What are the key project management knowledge areas and processes? Main target Group for this pocket guide is anyone with an interest in understanding the PMBOK® Guide framework or a systematic approach for project management. The book is also very useful for members of a project management team in a project environment using the PMBOK® Guide as a shared reference. A complete but concise description of the PMBOK® Guide, for anyone involved in projects or project management, for only 15,95!

PRINCE2 Pocketbook Office of Government Commerce 2009-06-01 Supersedes 2005 edition (pack of 10) (ISBN 9780113309795). Single copy also available (ISBN 9780113311996)

ISO 21500 Guidance on project management - A Pocket Guide Anton Zandhuis 1970-01-01 This pocket guide explains the content and the practical use of ISO 21500 – Guidance on project management, the latest international standard for project management, and the first of a family of ISO standards for project, portfolio and program management. ISO 21500 is meant for senior managers and project sponsors to better understand project management and to properly support projects, for project managers and their team members to have a reference for comparing their projects to others and it can be used as a basis for the development of national standards.This pocket guide provides a quick introduction as well as a structured overview of this guidance and deals with the key issues within project management: Roles and responsibilities Balancing the project constraints Competencies of project personnelAll ISO 21500 subject groups (themes) are explained: Integration, Stakeholder, Scope, Resource, Time, Cost, Risk, Quality, Procurement and Communication.A separate chapter explains the comparison between, ISO 21500 and PMBOK® Guide PRINCE2, Agile, Lean, Six Sigma and other methods, practices and models.Finally, it provides a high level description of how ISO 21500 can be applied in practice using a generic project life cycle.Proper application of this new globally accepted project management guideline will support organizations and individuals in growing their project management maturity consistently to a professional level.

Brilliant PRINCE2 Stephen Barker 2013-07-09 Everything you need to know about the PRINCE2 qualification, whether your studying, have passed the exam and wondering what to do next, or simply wanting to start using the best of PRINCE2 straight away. This book is designed to give practical information and advice about the project management method PRINCE2. This is a lighter version of the official text and more accessible, providing only what you

need to know. It includes a reference map of PRINCE2's approach and themes – a unique feature that will provide a rich, graphical representation of PRINCE2's key features. From the Author: According to the Office of Government Commerce, 20,000 organisations in 150 countries are using PRINCE2, and there's an ever growing interest in becoming a qualified practitioner. So for those with an interest in project management it's one of the hottest tickets around. I've written Brilliant PRINCE2 for those in search of a concise and accessible guide to this popular method. It covers all of the core material. So it's ideal for those studying for a PRINCE2 exam, or looking for a handy reference source to back-up what's been learned already. (You'll notice that the book has been accredited as an official PRINCE2 product.) PRINCE2 is a big subject – the official manual weighs in at over 300 pages. Brilliant PRINCE2 helps to make sense of it all, by guiding you step-by-step from project kick-off, through delivery and on to closure. There are chapter-by-chapter summaries of all the key points – and topics are mapped back to the PRINCE2 manual. You'll even find two diagrams that each manage to fit PRINCE2 onto a single page! Importantly, there's also plenty of practical advice on applying PRINCE2 tools and techniques in the real world. This is based on many years of using the method to deliver all sorts of projects. You'll find lots of useful tips, examples of best practice, and a good smattering of "war stories" to make the material easier to digest.

PRINCE2TM 2009 Edition – A Pocket Guide Bert Hedeman 2009-09-11 Note: This pocket book is available in several languages: English, German, French, Dutch. This Pocket Guide supplies a summary of the PRINCE2 method, to provide a quick introduction as well as a structured overview of the method; Main target Group for this pocket guide is anyone who wants to get to know the method PRINCE2 or a methodical approach for project management. The book is also very useful for members of a project

management team on a project using the PRINCE2 method. Furthermore this pocket guide can be used as literature for the preparation of the PRINCE2 2009 Edition Foundation exam; This pocket guide is based on PRINCE2 2009 Edition; This pocket book deals with processes, themes and principles within project management and PRINCE2. Tailoring PRINCE2 explains how to fit the PRINCE2 method onto the specific project circumstances; A complete but concise description of PRINCE2 2009 Edition, for anyone involved in projects or project management. Available in English, Dutch and French.

Prince2(tm) 2017 Edition – A Pocket Guide Van Haren Publishing 2018 '- This Pocket Guide supplies a summary of the PRINCE2 method, to provide a quick introduction as well as a structured overview of the method; – Main target Group for this pocket guide is anyone who wants to get to know the method PRINCE2 or a methodical approach for project management. The book is also very useful for members of a project management team on a project using the PRINCE2 method. Furthermore this pocket guide can be used as literature for the preparation of the PRINCE2 2017 Edition Foundation exam; – This pocket guide is based on PRINCE2 2017 Edition; – This pocket book deals with the processes, themes and principles within project management and PRINCE2. – Tailoring PRINCE2 explains how to fit the PRINCE2 method onto the specific project circumstances; – A complete but concise description of PRINCE2 2017 Edition, for anyone involved in projects or project management, for only 17,50!

PRINCE2 Handbook Neil Glover 2017 *9789401805810* Bert Hedeman This Pocket Guide supplies a summary of the PRINCE2 method, to provide a quick introduction as well as a structured overview of the method; – Main target Group for this pocket guide is anyone who wants to get to know the method PRINCE2 or a methodical approach for project management. The book is also very useful for members of a project management team on a project using

the PRINCE2 method. Furthermore this pocket guide can be used as literature for the preparation of the PRINCE2® 6th Edition Foundation exam; - This pocket guide is based on PRINCE2® 6th Edition; - This pocket book deals with the processes, themes and principles within project management and PRINCE2. - Tailoring PRINCE2 explains how to fit the PRINCE2 method onto the specific project circumstances; - A complete but concise description of PRINCE2® 6thEdition, for anyone involved in projects or project management, for only €17,95!

Practical PRINCE2 Colin Bentley 2005-07-29 PRINCE2 (Projects in Controlled Environments) was launched in 1996 to provide structured project management guidance for all types of projects, and is widely recognised by the UK government as well as throughout the private sector both in the UK and internationally. The revised edition of this book provides a concise and practical guide to the PRINCE2 method, in order to manage effectively a project from inception, through planning and control, to its final completion. It considers how quality requirements of the project are defined, monitored and controlled, and includes a range of sample forms and extra checklists.

Concise PRINCE2 Colin Bentley 2012 PRINCE2® is a highly successful project management method. For those who are sitting PRINCE2® exams, or embarking on their first project, there's a lot to learn and remember. How do you capture the fundamental principles, the essential themes, and bring them to mind when you need them? Too much information? We realise that you have all the books you need about the PRINCE2® system. You don't need another to give you all the same information, just in different words. However, sometimes you could do with a summary or checklist, so you can recall exactly what you need, precisely when you need it. Stay focused and achieve your goals This pocket guide is designed to do just that. Written by a former Chief Examiner for PRINCE2®, it contains all you need to prompt your memory at the crucial time. It is laid out in a clear and comprehensible format with helpful diagrams and tables, and will enable you to: bring to mind the information you need, just when you need it keep the key principles at the forefront of your mind focus on what you are trying to achieve follow the correct processes, in the right order tailor the system to suit your needs and objectives manage a successful project from beginning to end add value to your business."

Effective Project Management AXELOS 2020-09-25 Effective Project Management; The PRINCE2 method book is the official guide for the PRINCE2 Foundation and Practitioner exams. They are the first steps to becoming an effective project manager and gain your project management professional certification.

The Concise PRINCE2, Second Edition Colin Bentley 2013 PRINCE2® is a highly successful project management method. For those who are sitting PRINCE2® exams, or embarking on their first project, there's a lot to learn and remember. How do you capture the fundamental principles, the essential themes, and bring them to mind when you need them? Too much information? We realise that you have all the books you need about the PRINCE2® system. You don't need another to give you all the same information, just in different words. However, sometimes you could do with a summary or checklist, so you can recall exactly what you need, precisely when you need it. Stay focused and achieve your goals This pocket guide ;is designed to do just that. Written by a former Chief Examiner for PRINCE2®, it contains all you need to prompt your memory at the crucial time. It is laid out in a clear and comprehensible format with helpful diagrams and tables, and will enable you to: bring to mind the information you need, just when you need it keep the key principles at the forefront of your mind focus on what you are trying to achieve follow the correct processes, in the right order tailor the system to suit your needs and objectives manage a successful project from beginning to end add value to your business. What others

are saying about this book 'PRINCE2 is the most widely-used and highly respected project management method in the world. In this publication Colin Bentley makes it crystal-clear what PRINCE2 is all about. He cuts through the detail and narrative that is a necessary part of the official manuals to provide a short, pithy publication that is easily digested. A wonderful introduction for newcomers to the method, a must-have for experts and practitioners who can use it as a lean companion to remind them of the essentials, and mandatory reading for all executives who have PRINCE2 in their organisation. The method is presented in a way that makes all elements clear and simple to understand. Colin has turned decades of experience into a precision instrument that anyone can apply.' ; John Howarth, PRINCE2 Trainer and Registered PRINCE2 Consultant 'This guide provides a summary of the method in a quick and easy to use format. It would be ideal for anyone looking to refresh their understanding of the method for exam revision purposes.' ; Emma Jones ; ; 'The clear and concise style of this pocket guide provides candidates with a good understanding of the key points required for examination success. ; I would consider this...

PRINCE2 Study Guide David Hinde 2018-05-08 Everything you need to pass the PRINCE2 with flying colors The PRINCE2 Study Guide, Second Edition, offers comprehensive preparation for the latest PRINCE2 exam. Covering 100 percent of the exam objectives, this guide provides invaluable guidance that will help you master both the material and its applications; indeed, a practice-centered approach helps you "learn by doing" to help you internalize PRINCE2 concepts on a deeper level. Although the exam is heavily focused on detailed business process, this guide's accessible writing and real-world approach make learning fun. Each chapter poses a common project challenge, and walks you through the solution based on essential PRINCE2 principles. A year of FREE access to electronic study aids allows you to study anywhere, at any time, and

expert instruction throughout breaks complex topics down into easily-digestible concepts. The PRINCE2 exam is challenging, but thorough preparation is your best defense. Conceptual knowledge is important, but it isn't enough—knowledge is only useful if you can apply it. This book is designed as your personal PRINCE2 coach: Master 100 percent of the PRINCE2 exam objectives Apply your knowledge to real-world workplace scenarios Test your understanding with challenging review questions Access sample questions, electronic flashcards, and other study aids PRINCE2 is globally recognized as one of the premier project management credentials; while less expansive than the PMP, the PRINCE2 is more intense and tightly focused on detailed business processes. Companies around the world are in need of qualified project management professionals to optimize processes and boost organizational performance—and the PRINCE2 certification puts you on the map as a validated professional. If you're ready to take on your next challenge, the PRINCE2 Study Guide, Second Edition, is your ultimate companion for complete preparation.

Mastering Principles and Practices in PMBOK, PRINCE2, and Scrum Jihane Roudias 2015 PMBOK®, PRINCE2®, and Scrum are today's three most widely recognized project management standards. The most successful project managers know how to draw on all three, and often combine them to deliver their projects more effectively and efficiently. In Mastering Principles and Practices in PMBOK, Prince2, and Scrum, Jihane Roudias shows project managers how these methods complement each other, how to integrate them, and how to troubleshoot projects involving any or all of them. Roudias illuminates core project concepts, processes, and areas of knowledge in each methodology, guides you in synthesizing them, and reviews the types of difficulties you may encounter in each project process. Drawing on extensive personal experience, Roudias also emphasizes the importance of project risk

management, monitoring, and evaluation systems – and demonstrates how to use them to make timely and informed decisions at every stage of your project. For every project management practitioner and student pursuing PMBOK/PMI, PRINCE2, and/or Scrum certification, or seeking to use these methodologies together to achieve better project performance.

Scrum – A Pocket Guide – 3rd edition Gunther verheyen 2021-01-26 This pocket guide to Scrum is the one book for everyone who wants to learn or re-learn about Scrum. The book describes the framework as it was designed and intended, with a strong focus on the purpose to the rules and adding an historical perspective to Scrum and the Agile movement. As the balance of society keeps shifting from industrial labor to digital work, complexity and unpredictability keep increasing. The need for agility through Scrum increases equally, in and beyond software and product development. This 3rd edition of Scrum – A Pocket Guide, while introducing some changes in terminology, more than ever offers the clarity and insights on Scrum that many organizations need, more than ever. It will help people and their organizations properly shape their Scrum, regardless of their domain or business. Scrum – A Pocket Guide is an extraordinarily competent book. It flows with insight, understanding, and perception. This should be the de facto standard handout for all looking for a complete, yet clear overview of Scrum without being bothered by irrelevancies. (Ken Schwaber, Scrum co-creator) The author, Gunther Verheyen, is a seasoned Scrum practitioner (2003). He has been employing Scrum since 2003. He was partner to Ken Schwaber and Director of the Professional Scrum series at Scrum.org. He is the founder of Ullizee-Inc and engages with people and organizations as an independent Scrum Caretaker on a journey of humanizing the workplace with Scrum.

PRINCE2 For Dummies Nick Graham 2008-04-30 Whatever your project – no matter how big or small – PRINCE2 For Dummies is the perfect guide to showing you how to use this project management method to help ensure its success. Taking you through every step of a project – from planning and establishing roles to closing and reviewing – this book provides you with practical and easy-to-understand advice on using PRINCE2. It also shows how to use the method when approaching the key concerns of project management including setting up effective controls, managing project risk, managing quality and controlling change. PRINCE2 allows you to divide your project into manageable chunks, so you can make realistic plans and know when resources will be needed. PRINCE2 For Dummies provides you with a comprehensive guide to its systems, procedures and language so you can run efficient and successful projects.

PRINCE2 Agile An Implementation Pocket Guide Jamie Lynn Cooke 2016 PRINCE2 Agile: An Implementation Pocket Guide is an official AXELOS-licensed guide that explains the PRINCE2 Agile framework in clear business language with practical guidance on how to implement this framework for any project in your organisation. It is ideal for those who need a readily available reference source to supplement the official AXELOS PRINCE2 Agile guide.

ITIL®4 Jan van Bon 2019 The ITIL pocket guides of Van Haren Publishing are since long recognized as the industry classic guide on the topic of ITIL, in many languages. Over the years this authoritative guide has earned its place on the bookshelves and in the briefcases of industry experts as they implement best practices within their organizations. This pocket guide will provide readers with an understanding of the ITIL 4 service management framework, by: * understanding the key concepts of service management * understanding how the seven ITIL guiding principles can help an organization adopt and adapt service management * understanding the four dimensions of service management * understanding the purpose and components of the ITIL service value system * understanding the six activities of

the service value chain, and how they interconnect * knowing the purpose and key terms of 15 of the 34 ITIL practices * understanding seven of these 15 ITIL practices in detail All exam requirements for the ITIL 4 Foundation exam are covered in this pocket guide. It also provides support for everyone who has knowledge of previous ITIL editions and is looking for a bridge to the new edition. ITIL 4 took a big leap into the modern world of IT service management, covering the latest principles and practices in a customer-focused, service-centric way, enabling Agile principles for maximum support of any business. Bron: Flaptekst, uitgeversinformatie.

PRINCE2™ 2017 Edition – A Pocket Guide Bert Hedeman 2018-08-03 – This Pocket Guide supplies a summary of the PRINCE2 method, to provide a quick introduction as well as a structured overview of the method;– Main target Group for this pocket guide is anyone who wants to get to know the method PRINCE2 or a methodical approach for project management. The book is also very useful for members of a project management team on a project using the PRINCE2 method. Furthermore this pocket guide can be used as literature for the preparation of the PRINCE2 2017 Edition Foundation exam;– This pocket guide is based on PRINCE2 2017 Edition;– This pocket book deals with the processes, themes and principles within project management and PRINCE2.– Tailoring PRINCE2 explains how to fit the PRINCE2 method onto the specific project circumstances;– A complete but concise description of PRINCE2 2017 Edition, for anyone involved in projects or project management, for only €17,50!

A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Seventh Edition and The Standard for Project Management (BRAZILIAN PORTUGUESE) Project Management Institute Project Management Institute 2021-08-01 PMBOK&® Guide is the go-to resource for project management practitioners. The project management profession has significantly evolved due to emerging technology, new approaches and rapid market changes. Reflecting this evolution, The Standard for Project Management enumerates 12 principles of project management and the PMBOK&® Guide &– Seventh Edition is structured around eight project performance domains.This edition is designed to address practitioners' current and future needs and to help them be more proactive, innovative and nimble in enabling desired project outcomes.This edition of the PMBOK&® Guide:•Reflects the full range of development approaches (predictive, adaptive, hybrid, etc.);•Provides an entire section devoted to tailoring the development approach and processes;•Includes an expanded list of models, methods, and artifacts;•Focuses on not just delivering project outputs but also enabling outcomes; and• Integrates with PMIstandards+™ for information and standards application content based on project type, development approach, and industry sector.

PRINCE2® 2009 Edition – Guide de Poche Bert Hedeman 2017-01-01 Note: This pocket book is available in several languages: English, German, French, Dutch.This Pocket Guide supplies a summary of the PRINCE2 method, to provide a quick introduction as well as a structured overview of the method;Main target Group for this pocket guide is anyone who wants to get to know the method PRINCE2 or a methodical approach for project management. The book is also very useful for members of a project management team on a project using the PRINCE2 method. Furthermore this pocket guide can be used as literature for the preparation of the PRINCE2 2009 Edition Foundation exam;This pocket guide is based on PRINCE2 2009 Edition;This pocket guide deals with processes, themes and principles within project management and PRINCE2.Tailoring PRINCE2 explains how to fit the PRINCE2 method onto the specific project circumstances;A complete but concise description of PRINCE2 2009 Edition, for anyone involved in projects or project management.

The Concise PRINCE2® Colin Bentley 2013-06 A handy study and revision

guide for anyone about to take their PRINCE2(R) examination.

Scrum – A Pocket Guide – 2nd edition Gunther Verheyen 2019-02-16 This pocket guide to Scrum is the one book for everyone who wants to learn or re-learn about Scrum. The book describes the framework as it was designed and intended, with a strong focus on the purpose to the rules and adding an historical perspective to Scrum and the Agile movement. Several elements that were described in the first edition of Scrum – A Pocket Guide (2013) were later added to the official Scrum Guide. The most noticeable ones are the Scrum Values (2016) and the description of the 3 questions of the Daily Scrum as a good, yet optional practice (2017). As the balance of society keeps shifting from industrial labor to digital work, complexity and unpredictability keep increasing. The need for agility through Scrum increases equally, in and beyond software and product development. This 2nd edition of Scrum – A Pocket Guide offers the clarity and insights on Scrum that many organizations need, today and in the foreseeable future. Scrum – A Pocket Guide is an extraordinarily competent book. It flows with insight, understanding, and perception. This should be the de facto standard handout for all looking for a complete, yet clear overview of Scrum without being bothered by irrelevancies. (Ken Schwaber, Scrum co-creator) The author, Gunther Verheyen, is a seasoned Scrum practitioner (2003). Throughout his standing career as a consultant, Gunther has employed Scrum in diverse circumstances. He was partner to Ken Schwaber and Director of the Professional Scrum series at Scrum.org. He is the founder of Ullizee-Inc and engages with people and organizations as an independent Scrum Caretaker.

ISO 21500 Guidance on project management – A Pocket Guide Anton Zandhuis 1970-01-01 This pocket guide explains the content and the practical use of ISO 21500 – Guidance on project management, the latest international standard for project management, and the first of a family of ISO standards for project, portfolio and program management. ISO 21500 is meant for senior managers and project sponsors to better understand project management and to properly support projects, for project managers and their team members to have a reference for comparing their projects to others and it can be used as a basis for the development of national standards.This pocket guide provides a quick introduction as well as a structured overview of this guidance and deals with the key issues within project management: Roles and responsibilities Balancing the project constraints Competencies of project personnelAll ISO 21500 subject groups (themes) are explained: Integration, Stakeholder, Scope, Resource, Time, Cost, Risk, Quality, Procurement and Communication.A separate chapter explains the comparison between, ISO 21500 and PMBOK® Guide PRINCE2, Agile, Lean, Six Sigma and other methods, practices and models.Finally, it provides a high level description of how ISO 21500 can be applied in practice using a generic project life cycle.Proper application of this new globally accepted project management guideline will support organizations and individuals in growing their project management maturity consistently to a professional level.

Frameworks for IT Management Eric Rozemeijer 2007-09-09 This Pocket Guide is a concise summary of the Frameworks for IT Management. A quick, portable reference tool to the standards used within the Service Management community. English version available: September 2007, Dutch, French, Japanese, Spanish, German available February 2008.

Getting Results Ivanka Menken 2009-01-01 The Project Management book that makes sense – Many Project Management books run the gamut from dry, cryptic, academic works to overly simplistic. This is the first book you'll use that is appropriate for both seasoned PM's and those new to the discipline. Many organizations are looking to improve their understanding with regards to project

management, and as a result are looking to implement project management methodologies that are used, as good practice by organizations internationally, and to improve the structure and quality of their organizations. The guide is designed to answer many of the questions that Project Management raises, with a focus on both PRINCE2 and PMBOK methodologies, and will provide you with useful templates and essential, but simple to follow assessments. The format is great. For someone new to Project Management it has a logical, step by step flow backed up with relevant visuals and great templates. For the more seasoned PM it is a treasure trove of problem-solving techniques, examples and blue prints. The concepts in this book are adaptable to any size business and any size project, this book is at the top of its class. The 70 Supporting documents, mind maps and assessments will help you identify the areas within your organization that require the most activity in terms of change and improvement. They underpin concepts initially covered within the 7 presentations in the book, and go into lots more detail to guide you in your Project Management maturity. This book is able to demystify Project Management and present it in such a way that everyone out there with an interest in the subject area can follow. Inside: 77 blueprints and templates 7 Presentations: Presentation Chapters can be used to educate or be used as the basis for management presentations or when making business cases for implementation. Introduction Project Management Project Management & PRINCE2 Project Management & PMBOK Scoping & PMBOK Project Timing & Scheduling & PMBOK Project Resourcing and Quality & PMBOK Project Teams & Risk & PMBOK PLAN PIN Project Initiation This folder contains a variety of resources that can be utilized in your organization during the planning stages of your project, such as: Mission and Vision Statements Business Requirements & Feasibility Study Project Business Plan Project Scope Project

Methodology Hardware Software Resource Requirements Critical Success Factors Key Performance Indicators. PRINCE2 Plan & Project this Quality Plan and Project Handbook provides a concise, step by step guide for Project Initiators and Managers. DO PDS – Project Design This folder contains a variety of resources that can be utilized in your organization during the design stages of your project, such as: Functional Design Detailed Design Interface Design Specification Technical Architecture AS-BUILT Template. PCO – Project Cost Management – This folder contains a cost-reporting template and two assessment documents that cover all the essential considerations for both costs budgeting and accounting. These assessments are designed to be flexible and easily adapted to your organization: Cost Budgeting Cost Accounting Cost Reporting PHR – Project Human Resources This folder contains a variety of resources that can be utilized within your organization, specifically focused on Human Resources, roles and responsibilities etc required to ensure successful management of a project: Roles and Responsibilities Project Organisational Structure Task Responsibility Matrix Project Manager Responsibilities Project Directory Project Team Performance Review Training Needs Analysis PRINCE2 Role Descriptions This folder contains 4 role descriptions, including specific role related responsibilities. These can be used when recruiting for a new project or in comparison to current roles and responsibilities within your organization: Project Manager– Role Description Project Support – Role Description Program Manager– Role Description Chan

Scrum – A Pocket Guide Gunther Verheyen 2013-11-04 This pocket guide is the one book to read for everyone who wants to learn about Scrum. The book covers all roles, rules and the main principles underpinning Scrum, and is based on the Scrum Guide Edition 2013. A broader context to this fundamental description of Scrum is given by describing the past and the future of Scrum. The author,

Gunther Verheyen, has created a concise, yet complete and passionate reference about Scrum. The book demonstrates his core view that Scrum is about a journey, a journey of discovery and fun. He designed the book to be a helpful guide on that journey. Ken Schwaber, Scrum co-creator says that this book currently is the best available description of Scrum around. The book combines some rare characteristics: • It describes Scrum in its entirety, yet places it in a broader context (of past and future). • The author focuses on the subject, Scrum, in a way that it truly supports the reader. The book has a language and style in line with the philosophy of Scrum. • The book shows the playfulness of Scrum. David Starr and Ralph Jocham, Professional Scrum trainers and early agile adopters, say that this is the ultimate book to be advised as follow-up book to the students they teach Scrum to and to teams and managers of organizations that they coach Scrum to.

Managing Successful Projects with PRINCE2 Stationery Office 2017-05 PRINCE2 is firmly established as the world's most practiced method for project management and is globally recognized for delivering successful projects. The updated 2017 guidance, its first since 2009, places a strong emphasis on the scalability and flexibility of the method and on how best to tailor it to the complexity and specific requirements of a project. The best practice represented by the PRINCE2 method is supported by a scheme that offers three levels of certification: Foundation, Practitioner and Professional. The PRINCE2 method comprises of seven themes, principles, and processes and equips practi-tioners with the skills and knowledge to manage projects in a wide range of environments.