

## Project Management Series

# MODERN PROJECT MANAGEMENT

## *Prelude to Managing Single-Time Efforts*

**Modern Project Management** from *Tryon and Associates* is a fresh and modern look at the discipline of Project Management. The seminar provides a proven framework for creating new products and services or enhancing existing offerings. **Modern Project Management** provides the key elements of a process taught by *Tryon and Associates* to scores of Fortune 500 organizations across the United States, Europe and Canada since the late 1980s. This seminar provides a practical foundation for any organization seeking to make Project Management a useful and respected discipline. The concepts and practices taught in this course are equally valuable for...

- Any organization seeking to *institutionalize* the Project Management discipline **OR** an individual project manager who wishes to apply the concepts to a specific project.
- Large, multi-national companies **OR** small, entrepreneurial firms.
- Projects that will result in complex technology-based products **OR** purely human endeavors.
- Projects that require large, multi-year investments **OR** small, short-term projects.
- Established Project Management environments **OR** organizations attempting to formalize the discipline for the first time.

**Modern Project Management** provides a very effective set-up for the more comprehensive *Managing Single-Time Efforts* workshop. means for an organization to...

- Create a common definition and understanding of the Project Management discipline.
- Establish a common understanding of the role Project Management will play for the total business organization.
- Understand how each part of the total business organization must contribute to the success of the Project Management process.
- Identify a repeatable Project Management Framework that may be understood and used by the total business organization.
- Define specific roles and responsibilities that must be performed to insure a project's success.

**Modern Project Management** focuses on the responsibilities and contributions needed from each member of the *Project Organization*. These roles are evaluated as the project moves through a predictable and repeatable *Project Life-Cycle*. Special attention is given in this class to the early stages of a project (Project Initiation). The seminar provides a detailed examination of a project agreement called the *Project Charter*. While other components of Project Management may require time to fully implement, the Project Charter may become a popular and powerful new tool immediately following this seminar.

The course completes the discussion of Project Initiation by defining the components of the *Base Project Plan*. This plan is based on the certified completion of well-defined intermediate and final deliverables. It is also the basis for detailed planning. The Project Plan must be *iterative* as

all components of the plan will be constantly reviewed and adjusted due to new project conditions and realities.

### ***Learning Objectives***

The specific goals and objectives for this seminar are to provide each attendee with an understanding of...

- What is *modern* Project Management?
- A repeatable Project Life-Cycle.
- A five-step process for recognizing and approving a new project for initiation.
- An over-view of project initiation, execution and completion.
- Examples of meaningful deliverables from the project management process including the *Project Charter* and *Project Plan*.

### ***Audience***

Due to the widespread appeal of this seminar, it may and should be attended by members from across the total business organization. This seminar is particularly useful to anyone who is involved in...

- Identifying the initial business need for a project.
- Approving the project for initiation.
- Selecting the project team.
- Supplying resources to the project.
- Approving the initial project vision and scope.
- Performing the work of the project.
- Approving project status and performance.
- Approving changes to project vision and scope.
- Approving project deliverables.
- Using completed project deliverables.

This audience often includes project managers, team members, product planners, operations specialists, industrial engineers, software engineers, technology specialists, strategic planners, senior managers, operations managers, staff (resource) managers and product managers.

### ***Prerequisites***

There are no prerequisites for this session.

### ***Duration***

**Modern Project Management** compresses a large number of issues into a very stimulating and fast-paced one-day format.

### ***Format***

This seminar is conducted in an instructor-led format. Consistent topic coverage is insured by the use of easy-to-follow seminar notes. The instructor introduces each topic adding illustrations, examples and analogies to explain the material. Seminar attendees are encouraged to add their observations or ask questions at any time. Group discussions are often used to explore a specific topic.

### ***Materials***

Each attendee receives a full set of presentation materials used by the instructor during the seminar. They will also receive numerous articles, examples, templates and common processes that are identified during the course. Discussion agendas are also provided to use following the seminar. A comprehensive bibliography is provided of all books and reference materials noted during the seminar.

### ***PMBOK Compatibility***

This seminar is designed as a logical procedure for managing a project. The majority of the topics discussed in the material relate directly to one or more knowledge areas of the Project Management Institute's (PMI) Project Management Body of Knowledge (PMBOK). While the course does not teach the PMBOK specifically, the PMI material is referenced and suggested as a resource to all attendees.

### ***SEI/CMM Compatibility***

This seminar is useful for organizations seeking Capability Maturity Model (CMM) Level 2 and Level 3 certification from the Software Engineering Institute (SEI). This seminar specifically addresses the needs of Project Planning and Project Tracking identified by SEI for software development projects.

### ***Author***

**Modern Project Management** was created by Charles A. Tryon, founder of *Tryon and Associates*.

### ***Scheduling and Pricing***

This seminar is typically scheduled on-site for a specific client. Please review the general scheduling and pricing policies. A complete price quote will be provided on request. On occasion, this seminar is offered on a public basis. Contact *Tryon and Associates* for more information about scheduling or attending this seminar.

### ***Contact Information***

Additional information on this and other *Tryon and Associates* seminars may be obtained by calling (918) 625-8258. Seminar descriptions and other helpful information are available at [www.TryonAssoc.com](http://www.TryonAssoc.com).

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### **Attendee Comments**

*“The material is well thought out and presented with energy.”*

*“Although I have a background in Management Science, I find the course to be interesting and useful. The course would be useful for experienced project managers as well as individuals that are new to the discipline.”*

*“This process will help move our organization into the future and stay competitive.”*

*“This is the most applicable material that I have ever been exposed to, including college.”*

*“Probably the most useful material my organization has provided me in years.”*

*“This course would have value for those working on projects, those managing projects and those benefiting from projects.”*

*“The structure and organization of the material and the presentation make the course very easy to follow.”*

*“This course pointed out many pitfalls to avoid. I would have fallen into some of these pitfalls if not for the class.”*

### **General Comments (cont.)**

*When I enrolled in your course "Managing Single Time Efforts" over a year ago, I thought it was interesting, thought provoking and potentially useful to "project administrator" types, but not to an "police operations" manager such as myself. But within two months of your class, I accepted responsibility to manage and administer the Crime Trend Analysis Grant, with a budget of about \$180,000 and an eighteen-month window to completion of the project.*

*At first I was in great despair, but I met with key members of my project team and began to think from the end product and work back to the beginning as you had instructed. We mapped out our timeline with mileposts and key deliverables A part of our strategy included an "end-user group" to assist in developing an identifiable and useful product.*

*We wrote our plan on a whiteboard mounted on the office wall with instructions not to erase. This plan served to guide us through the next eighteen months. Then we sent our whole project team, including the project manager, project coordinator and four team members through "Managing Single Time Efforts". The strategic thinking and organization skills they learned proved to be invaluable in the development of the CTAG project.*

*We are nearing the end of our project and are about to implement CTAG in the three uniform divisions and the investigative division a full month ahead of our deadline. The whiteboard can now be erased.*

*Thanks for sharing with us "Managing Single Time Efforts". I will continue to recommend your class to any one who may manage a project of any size or duration.*

**Major Rob Turner, Tulsa Police Department  
Commander, Uniform Division Southwest**