



Erasmus+



Enhance the potential of Smart Working SmartWo

ERASMUS+ Cooperation Partnership ADULT Education

Small Scale Partnership

2021-1-IT02-KA210-ADU-000034986

LOITE

**smart
NEST**

euki.cz

**This project has been financed by the Program Erasmus+ KA2 2021
Small Scale Partnership KA210-ADU - 2021-1-IT02-KA210-ADU-000034986**

Module 2

Project Management



Intro

Hey! We are delighted to have You join us. We would like to take this opportunity to welcome You to our Project Management learning video.

Project Management basics

Do you have any idea what Project Management is? If not, let us share. The process of leading a project from start to finish is referred to as project management and are led by a project manager. Project managers must forecast the unknown, devise a strategy to deal with the unexpected, carry out the plan with limited resources over which they have little control, then accept full responsibility for the outcomes. Even if You are not a project manager, You may comply with this definition.

Project phases, key activities, and a life cycle

Since projects are not meant to last forever, they have life cycles. Project management is divided into five phases.

- Initiation, in which the expectations are defined;
- Planning, in which major milestones and dates are established;
- Execution, during when project outputs are carried out;
- Monitoring and Control when modifications to the project's activities, resources, and plan are made.
- Closure, which involves wrapping up all activities and delivering the finished product to the client.

To not forget any important aspect of the project in the initiation and planning phase we recommend You use the Project canvas template for setting up the key project properties. It can help you to better define purpose, scope, criteria, resources, outcomes, and other main factors.

Aside from that, the Gant chart is a valuable tool for managing your project activities through all of the milestones.

Project Management Methodology

Now that we have learned about the major aspects, activities, canvas, and other practical information, we can move to the last part of this video – project management methodology or framework. Choosing a framework is one of the most important project management decisions You'll make since it determines how You structure Your team and how You plan and monitor Your projects.

There are many different project management approaches. The most common are:

- Waterfall Methodology that requires that You only go from one project phase to the next when it has been completed successfully.
- Agile Methodology which unlike waterfall project management, it is quick and adaptable.
- Scrum Methodology which is best for teams of no more than ten people, and it's frequently tied to two-week cycles with brief daily scrum sessions.
- Critical Path Method which helps to determine the longest series of tasks required to complete the project.
- Kanban Methodology which may be used by almost anybody to organize projects as it allows You to visualize Your work in order to reduce work-in-progress and move work from "doing" to "done" rapidly.
- Lean Methodology which focuses on removing waste from essential operations in order to constantly improve the value stream. It accomplishes this through maximizing the performance of various technologies, assets, and verticals.