
Project Management

Project Management is the disciplined utilisation of tools and methods to successfully describe, organise, and control a project.

It is a structured process of disciplined actions that follows a common Plan-Do-Check-Act (PDCA) cycle found within the five phases of Project Management.

Not completing each phase can lead to the failure of the project.

What are the five phases of Project Management?

1. Project Initiation
2. Project Planning
3. Project Execution
4. Project Monitoring and Control
5. Project Review and Close

All projects go through the same five project phases that typically culminate in a project management phase review. Each of the five project phases has a distinct purpose, importance, and set of output documents designed to ensure that the Project Manager is moving the project toward the desired result.

Following a disciplined project management process should eliminate common project issues resulting from poor buy-in, projects consistently going wrong, failing to learn from past project mistakes or difficulty in getting your projects approved.

What is a project?

A project is a set of executed tasks to produce measurable deliverables within the specified time, budget and quality constraints. Projects are different from standard business operational activities as they:

- **Are unique.** They do not involve repetitive processes. Every project undertaken should be different from the last, whereas operational activities often involve undertaking repetitive (identical) processes.
- **Have a defined timescale.** Projects have a specified start and end date within which the deliverables must be produced to meet a specified client requirement or a specified outcome.
- **Have an approved budget.** Projects are allocated a level of financial expenditure within which the deliverables must be produced to meet a specified client requirement or a specified outcome.
- **Have qualified and quantified resources.** At the start of a project an agreed number of resources, i.e., labour, equipment and materials are allocated to the project.

- **Involve an element of risk.** Projects entail a level of uncertainty and may therefore carry business and financial risks.
- **Achieve beneficial change.** The purpose of a project, typically, is to improve an organization through the implementation of business change.

What is a project manager?

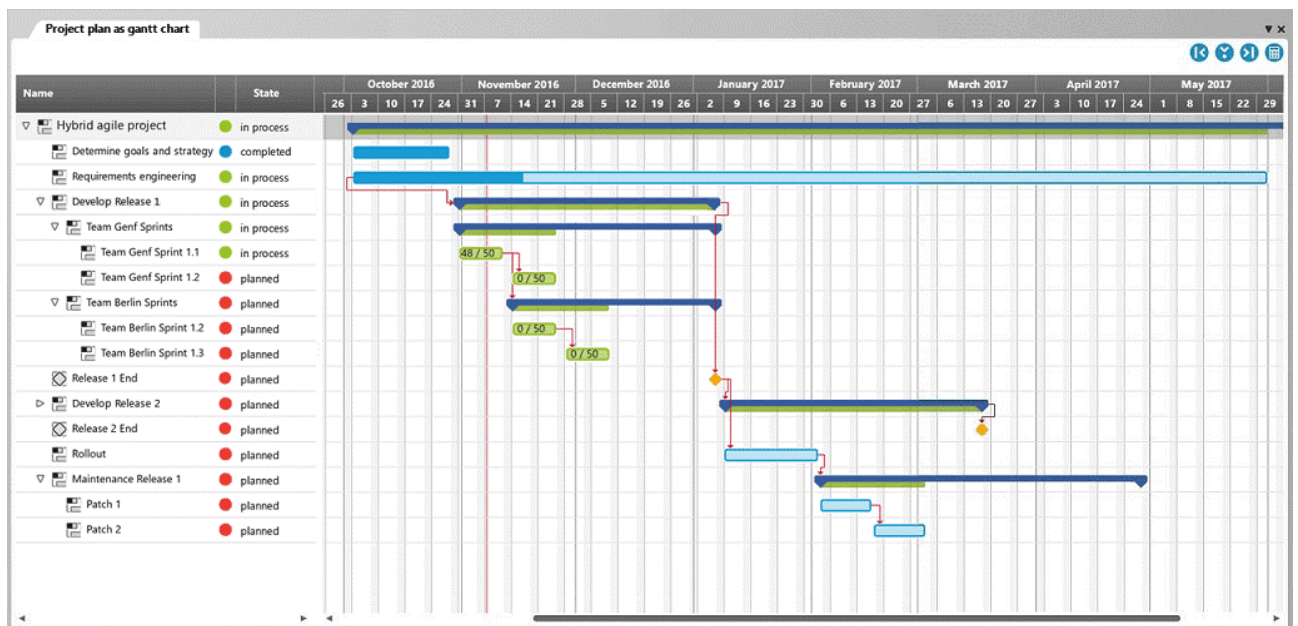
A Project Manager is a person who has the overall responsibility for the successful initiation, planning, design, execution, monitoring, controlling **and** closure of a project.

Construction, petrochemical, architecture, information technology and many different industries that produce products and services use Project Managers to ensure that projects are delivered on time and within budget.

The Project Manager must have a combination of skills, training, tools, and an ability to ask penetrating questions, detect unstated assumptions and resolve conflicts, as well as effectively manage project resources.

Key to a Project Manager's duties is the early recognition of risks that may directly impact the likelihood of success and that these risks are managed and eliminated before a crisis develops.

Effective Project Management means that the Project Manager needs to start the project by determining the scope and by understanding the user requirements, feasibility, and the financial and business case behind the project.



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