

Project Management

ABSOLUTE BEGINNER'S GUIDE

No experience necessary!



Fourth Edition

QUE

Gregory M. Horine

Absolute Beginners Guide To Project Management

George Angel

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Project Management Absolute Beginner's Guide, Third Edition Gregory Horine,2012 Succeed as a project manager even if you ve never run a project before This book is the fastest way to master every project management task from upfront budgeting and scheduling through execution managing teams through closing projects and learning from experience Updated for the latest web based project management tools and the newest version of PMP certification this book will show you exactly how to get the job done one incredibly clear and easy step at a time Project management has never ever been this simple Who knew how simple Project Management could be This is today s best beginner s guide to modern project management simple practical instructions for succeeding with every task you ll need to perform Here s a small sample of what you ll learn Master the key skills and qualities every project manager needs Lead projects don t just manage them Avoid 15 most common mistakes new

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The Construction Industry in the Fourth Industrial

Revolution Clinton Aigbavboa, Wellington Thwala, 2019-08-09 This book gathers papers from the 11th Construction Industry Development Board cidb Postgraduate Research Conference held on 28 30 July 2019 in Johannesburg South Africa The conference provided an essential forum for reviewing and generating knowledge on Construction 4 0 and consequently highlighted processes and practices that allow us to deliver and operate built environment assets more effectively and efficiently by focusing on physical to digital and digital to physical transformation The event addressed three broad themes Industrial production prefabrication 3 D printing and assembly offsite and advanced manufacturing Cyber physical systems actuators sensors IoT robots and cobots for repetitive and dangerous tasks and drones for mapping progress monitoring safety and quality inspections lifting moving and positioning and Technologies digital ecosystems digital platforms BIM video and laser scanning AI and cloud computing big data and data analytics reality capture blockchain simulation virtual and augmented reality data standards and interoperability and vertical and horizontal integration Given its scope the book will be of interest to all construction industry and architectural professionals who want to learn about cutting edge technologies applied to construction

Project® 2013 Absolute Beginner's Guide Brian Kennemer, Sonia Atchison, 2013 Make the most of Project 2013 without becoming a technical expert This book is the fastest way to take control of Project 2013 and use it to efficiently manage every phase of your project from up front planning through project completion and post mortems Even if you've never used Microsoft Project before this book will show you how to do what you want one incredibly clear and easy step at a time Project 2013 has never ever been this simple Who knew how simple Project 2013 could be This is the easiest most practical beginner's guide to running real projects with Project 2013 simple reliable instructions for doing everything you really want to do Here's a small sample of what you'll learn Master today's best project management techniques Use

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Processes don t drive projects people do Successful project management is ultimately about effective communication and more broadly effective people management Most books however deal largely with process the mechanical methodological side and play down the human side The Project Manager is a fresh approach to project management it moves beyond the formal methodologies and techniques to shed light on the core skills that will make you a great project manager It puts the project manager centre stage and provides you with an invaluable set of experience based lessons tips and advice to help you consistently deliver the results you want Whether you are a project manager yourself or someone who works with or recruits project managers this book will be essential reading DISCOVER WHAT YOU NEED TO KNOW AND DO TO BE A GREAT PROJECT MANAGER [The British National Bibliography](#) Arthur James Wells,2009 [Project Management](#)

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