

10 PROJECT MANAGEMENT TIPS AND TRICKS



1

At Project Start Up, meet one-on-one with the Sponsor and agree as much authority for yourself as you can. Get delegated authority for levels of Change and agree how to escalate issues and risks that are amber or likely to go red. You won't get a second chance.

2

When you have bad news for the Steering Committee/Board, make sure you personally let the key members know prior to the meeting.

3

Always, always provide a "Go For Green" plan when you report a RED issue or risk.

4

Use Agile techniques for daily meetings, continual improvement during the project and showcasing to customers and stakeholders. They really work.

5

Find a PM mentor, join PMI and network..

6

If you are an accredited Project Manager (PMP for example) you are 30% more likely to be successful according to global statistics. Get accredited!

7

Focus on making your team successful without trying to do it all yourself.

8

Engage Change Managers early. In fact, engage everyone early.

9

Meet with your most difficult stakeholders frequently. Don't ignore them.

10

No matter how good you think you are, always get your documents reviewed by someone before providing to the Sponsor or other significant stakeholder.

