

Online Library Project Management Lite Just
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Juana Clark Craig

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Ensure that your projects succeed every time
Whether you are organising an important event or heading up a large team, running a project can be a daunting process. Spiralling costs and missed deadlines are part of everyday life for many project managers - in fact, more projects fail than succeed! But project management doesn't have to be this way. It is possible to manage projects that consistently meet deadlines and come in within budget. Brilliant Project Management shows you how. Drawing on over 30 years of experience, you'll discover how to ensure your projects succeed every time. • Make a success of any project Deliver on your promises Save money, time and your sanity! It's the ultimate guide to becoming a brilliant project manager. The 2008 edition of CIMA's Official Learning Systems has been written in conjunction with the Examiner to fully reflect what could be tested in the exam. Fully revised and now in 2 colour, paperback format, the 2008 Learning Systems provide complete study material for the May and November 2008 exams This edition maintains the popular loose-leaf format and contains: * Assessment of CIMA Matrix * Analysis of past cases * How to approach the

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TOPCIMA exam * topic summaries * recommended reading articles from a range of journals * 2007 Q & A's CIMA Learning Systemes are the only study materials endorsed and recommended by CIMA * The Official Learning Systems are the only study materials endorsed by CIMA * Updated to reflect the new assessment matrix with key sections written by the case study writer * Complete integrated package incorporating TOPCIMA guidance, advice on how to tackle the case study, and case study practice This book presents a series of in-depth examinations, by leading experts from banking institutions, academia and civil society, of key aspects of the rapidly evolving practice of IAMs, and of the implications of such practice for environmental and social governance.

Lean is a set of disciplines that can result in tremendous savings and profitability for companies. It can significantly reduce cycle times and increase customer satisfaction. Lean, however, must be applied efficiently and effectively to achieve optimum results. This book discusses project management concepts, tools, and techniques as they apply to

Martin Lindstrom wordt ingehuurd door de toonaangevendste merken ter wereld om uit te vinden wat hun klanten drijft. Hij besteedt 300 nachten per jaar bij hen thuis om door zorgvuldige observatie van alle details hun verborgen verlangens te ontdekken en zo, in het ultieme geval,

aanwijzingen te vinden voor een miljoenenproduct. Lindstrom voert je mee in een wereldomvattend verhaal dat ondernemende marketeers en iedereen die geïnteresseerd is in de eindeloze rijkheid van menselijk gedrag zal boeien en verbazen. Hoe een afgetrapte sneaker van een 11-jarige Duitse jongen leidde tot de ongelooflijke wederopstanding van LEGO. Hoe een magneet op een koelkast in Siberië een Amerikaanse supermarktrevolutie veroorzaakte. Hoe een knuffelbeer in de slaapkamer van een meisje een kledingretailer hielp met de optimalisatie van 1.000 winkels in 20 landen. Hoe een doodgewone armband de klantenloyaliteit met 159 procent verbeterde in minder dan een jaar. Hoe de ergonomische lay-out van het dashboard van een auto aanleiding gaf voor het redesign van de Roomba-stofzuiger.

Eliyahu Goldratt is wereldberoemd geworden door de bestseller Het doel, waarin hij zijn Theory of Constraints (beperkingentheorie) uitlegt in romanvorm. In De zwakste schakel verlegt hij deze theorie naar het projectmanagement. Deze inspirerende businessroman laat zien hoe je projecten in veel minder tijd kunt afronden, binnen het budget en zonder concessies te doen aan kwaliteit of functionaliteit. Krachtige technieken zorgen ervoor dat projectmanagers ook bij problemen gefocust blijven zodat de gewenste resultaten worden behaald. De zwakste schakel is

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een belangrijk boek voor iedereen die dagelijks de uitdaging aangaat om innovatieve, nieuwe producten of diensten te leveren. `Iedereen die geen exemplaar van dit boek weet te bemachtigen, mist een fantastische kans om zich zowel zakelijk als persoonlijk te ontwikkelen. Assembly Eliyahu Goldratt is bij miljoenen lezers een begrip als wetenschapper, leermeester en managementgoeroe. Over de hele wereld passen economen, bedrijfskundigen en managers zijn gedachtegoed toe in hun eigen organisaties. Many LIS professionals and LIS students are interested in independent work opportunities, either as a full-time career or on a temporary or part-time basis. This book shares the experiences of successful information professionals who work as contractors or consultants, providing a complete picture of what to expect and a step-by-step plan to start your independent career. • Helps librarians to determine whether they are suited for the career of being an independent information professional • Presents practical advice on every aspect of launching a successful career as an independent information professional—from legal and financial necessities to marketing and management strategies • Offers experience-based insights into the ethics and values of working independently • Shares candid testimonials from practicing consultants who describe what it's like to be an independent

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information professional

Organizations of all types are consistently working on new initiatives, product lines, or implementation of new workflows as a way to remain competitive in the modern business environment. No matter the type of project at hand, employing the best methods for effective execution and timely completion of the task at hand is essential to project success. *Project Management: Concepts, Methodologies, Tools, and Applications* presents the latest research and practical solutions for managing every stage of the project lifecycle. Emphasizing emerging concepts, real-world examples, and authoritative research on managing project workflows and measuring project success in both private and public sectors, this multi-volume reference work is a critical addition to academic, government, and corporate libraries. It is designed for use by project coordinators and managers, business executives, researchers, and graduate-level students interested in putting research-based solutions into practice for effective project management.

Whether you are organising an important event or heading up a large team, running a project can be a daunting process. Spiralling costs and missed deadlines are part of everyday life for many project managers - in fact, more projects fail than succeed! But project management doesn't have to be this way. It is possible to manage projects that consistently meet deadlines and come in within budget. *Brilliant Project Management* shows you how. Drawing on over 30 years of experience, you'll discover how to ensure your projects

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succeed every time. In this new edition Barker & Cole have included a section highlighting valuable sources of information in the challenging world of project management, including their inside track on methods, training and professional associations. It's the ultimate guide to becoming a brilliant project manager. Brilliant Outcomes Make a success of any project. Deliver on your promises. Save money, time and your sanity!

Handleiding voor het verbeteren van de gebruiksvriendelijkheid van een website.

This book is organized with a brief overview of EVM, highlighting the key management questions EVM can help answer and exploring where EVM fits into the project management universe. It also emphasizes EVM Performance Analysis and contains the basic elements of Earned Value Management. This book also outlines basic EVM practices in their project management context and shows how EVM practices facilitate project planning and control for better management of project cost and schedule performance.

Would you like to greatly improve your data analysis capabilities by learning the most critical non-technical skills? Do you want to be more astute and well-rounded when applying your skills as a data analyst and achieve better results? If you answered "yes" to any of these questions, keep reading There is an immense focus being placed on data analysis by businesses these days. It is indispensable and helps boil down decision-making to a science. This in turn lets organizations streamline their processes, increase their efficiency, and reduce their operating costs. For this reason, data analysts are

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In high demand. While technical skills are needed for the job, a salient focus is placed on what soft skills do the incumbent data analysts possess. A lot of data analysts do not adequately acquire these soft skills and therefore fail to realize their full potential. The most impactful work that a highly successful data analyst does comprises non-technical skills. Some crucial skills among these include being able to construct the problem, understand the business context, ask the right questions, find creative solutions, creating visualizations, and presenting the findings. This indispensable book will guide you through these absolutely necessary soft skills that you need in order to excel at your work as a valuable data analyst. Here's a preview of this fantastic book, and what else you'll learn: ? The critical contribution of non-technical skills in data analysis ? Using creativity to enable solving more complex problems quickly ? Understanding the business to address the specific needs of enterprises ? Thinking strategically to enhance the effectiveness and efficiency of your work ? Knowing how the human mind works to discover the abilities and limitations of various analytical models ? Using alternative techniques compared to statistical analysis such as qualitative data analysis, analytics, heuristics, etc., to gain a deeper perspective ? Acquiring negotiating skills to better deal with external and internal stakeholders ? Learning to better communicate your data analysis insights ? Being a better writer to be able to better express yourself And much more! As a key bonus, included in this book are chapters that extensively elaborate on designing your findings by means of visualizations and public speaking

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In order to convincingly present your finding to a group of influential people and executives. The author understands your peculiar concerns and has therefore written this book in a clear and concise manner. The work is also thorough, relevant, and up-to-date. You are not required to be an experienced analyst to read this book. However, you do need to have a zeal for the subject and the passion for improving the outcome of your work. So, if you want to dramatically improve as a data analyst and aspire to reach the zenith of your field, click the “Add to Cart” button, and let’s get started!

PCMag.com is a leading authority on technology, delivering Labs-based, independent reviews of the latest products and services. Our expert industry analysis and practical solutions help you make better buying decisions and get more from technology.

The CMMI provides a framework for process improvement spanning the life cycle of a product or service, from conception through delivery and maintenance. Widely and beneficially adopted around the world, the size and apparent complexity of the framework have nonetheless been daunting to some organizations. That need not be so. With a proper guide to help navigate around unknown dangers, potential pitfalls, and false paths, you too, can realize substantial business value from a successful CMMI implementation. This book is such a guide, full of the real-life examples to ease your way, and written in a lighter style to ease your reading. The CMMI® Survival Guide is an effective resource for multiple readerships. If you are just now considering a process improvement program, with the

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CMMI among your options, the authors' discussion of relevant issues will enhance your business case right from the start. If you have already decided to implement the CMMI, the authors' practical knowledge will help you make the most of your efforts. Even if you are well into a CMMI implementation, but are lost, stuck, or going around in circles, the authors' valuable advice will help you regain your direction. If you work in a smaller or resource-strapped organization, you will particularly benefit from the authors' description of alternative paths to process improvement—approaches that are more incremental or agile, and less intensive, than you might imagine for a CMMI implementation. The authors draw on their extensive experience working with diverse organizations, and on the CMMI tools, techniques, and templates developed for those organizations. Whatever your background or need, the CMMI® Survival Guide will help you survey the CMMI territory, consult possible road maps, learn from other CMMI explorers, weigh the benefits of hiring a living guide, and even consider whether the trip is right for you.

Baanbrekende oplossingen in de helft van de tijd Na Scrum is het nu tijd voor Sprint! Een uniek vijfdaags traject, ontwikkeld door drie partners bij Google Ventures, de investeringsmaatschappij van Google. Hoe creëer je een nieuw idee? Hoe gaat dit idee er in de praktijk uitzien? Hoe weet je wanneer je de juiste oplossing hebt gevonden? Hoeveel vergaderingen zijn hiervoor nodig? Wordt dit idee door de consument omarmd? Met een sprint van vijf

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dagen kom je met de beste oplossing die snel getest kan worden. Het geeft je de mogelijkheid elk idee te creëren en te testen in slechts 40 uur. Een sprint die elk bedrijf kan maken! Deze sprints zijn gebruikt voor Google Search, Chromo, YouTube, Gmail en Google X. De auteurs weten uit ervaring dat de sprints voor elk bedrijf werken: gezondheidszorg, sportwereld, financiën, retailers of leraren. Dit boek is geschikt voor grote en kleine bedrijven, van startups tot multinationals. Voor iedereen met problemen, ideeën en kansen die vandaag antwoorden willen krijgen. Jake Knapp, John Zeratsky en Braden Kowitz zijn ontwerpers. Knapp is de bedenker van Sprint. Hij was verantwoordelijk voor de sprints bij Google en heeft 100 sprints uitgevoerd. Zeratsky was verantwoordelijk voor het nieuwe ontwerp van YouTube en Braden Kowitz was ontwerpen voor Gmail, Google Apps for Business, Google Spreadsheets en Google Trends.

The second edition of Benefits Management has been updated with current examples, further insights from experience and recent research. It shows how the enduring challenges achieving business value from information systems and technology projects can be addressed successfully. The approach, which is synthesized from best practices, sound theories and proven techniques from a range of management disciplines, is exemplified from the authors' extensive experience of working with a wide range of

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organizations. The book includes examples from a wide variety of projects including non-IT projects. The book is written in an accessible style, ideal for practicing managers, and includes check lists and templates for using the processes, tools and techniques and real-life case studies of their application and impacts. The book now also includes: International survey results that reinforce the importance of the topic, the key management issues and evidence of how the more successful organizations' practices are closely aligned with those described in the book. A Benefits Management Maturity diagnostic which enables organizations to understand the reasons for their current investment success levels and then how to increase them. Discussion of the role and contribution Project Management Offices (PMOs): how they can improve the delivery of value IT projects. Further practical advice and guidance on Program and Portfolio Management, including findings from the authors' recent research in several large organizations. This publication explores the differences between PRINCE2 and DSDM, the most established and internationally recognised project management approaches, as well as discussing where they overlap and how they can be integrated. It shows how users can combine the strength of both approaches so that they complement each other and create a new, best of breed framework suitable for

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all project environments.

The ability to uncover, share, and utilize knowledge is one of the most vital components to the success of any organization. While new technologies and techniques of knowledge dissemination are promising, there is still a struggle to derive and circulate meaningful information from large data sets. *Strategic Data-Based Wisdom in the Big Data Era* combines the latest empirical research findings, best practices, and applicable theoretical frameworks surrounding data analytics and knowledge acquisition. Providing a multi-disciplinary perspective of the subject area, this book is an essential reference source for professionals and researchers working in the field of knowledge management who would like to improve their understanding of the strategic role of data-based wisdom in different types of work communities and environments.

Featuring contributions from more than 20 distinguished executives and subject matter experts, this unique reference challenges various traditional approaches and strategies for the PMO and explains how to set up a business-driven PMO using an extensively proven roadmap adaptable to any type or size organization.

Lees hoe je projecten succesvol kunt leiden. Alles wat je nodig hebt om een geslaagd projectmanager te worden. In onze tijd- en kostenefficiënte wereld

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zijn deadlines en hoge verwachtingen de norm geworden. Dus hoe kun je succes bereiken? Dit praktische boek brengt je de beginselen van projectmanagement bij en laat zien hoe je die gebruikt om een project succesvol te managen, van begin tot eind. Als je je aan het voorbereiden bent op het PMP®-examen (ontwikkeld door het Amerikaanse Project Management Institute) kun je gerust zijn; dit boek staat op één lijn met het handboek voor dat examen. Stanley E. Portny is consultant in projectmanagement en gediplomeerd Project Management Professional (PMP®). Hij gaf trainingen en adviezen aan meer dan honderdvijftig openbare en particuliere organisaties. Bron: Flaptekst, uitgeverinformatie.

This guidebook provides research professionals with a deeper understanding of strategic planning, financial management, and regulatory implementation. This book demonstrates a strategy for managing your portfolio of clinical trials, provides tactics and real-world examples, and helps the reader adapt them to their own research site.

InfoWorld is targeted to Senior IT professionals. Content is segmented into Channels and Topic Centers. InfoWorld also celebrates people, companies, and projects.

The Handbook of Research Management is a unique tool for the newly promoted research leader. Larger-scale projects are becoming more common

throughout the social sciences and humanities, housed in centres, institutes and programmes. Talented researchers find themselves faced with new challenges to act as managers and leaders rather than as individual scholars. They are responsible for the careers and professional development of others, and for managing interactions with university administrations and external stakeholders. Although many scientific and technological disciplines have long been organized in this way, few resources have been created to help new leaders understand their roles and responsibilities and to reflect on their practice. This Handbook has been created by the combined experience of a leading social scientist and a chief executive of a major international research development institution and funder. The editors have recruited a truly global team of contributors to write about the challenges they have encountered in the course of their careers, and to provoke readers to think about how they might respond within their own contexts. This book will be a standard work of reference for new research leaders, in any discipline or country, looking for help and inspiration. The editorial commentaries extend its potential use in support of training events or workshops where groups of new leaders can come together and explore the issues that are confronting them.

In De vijf frustraties van teamwork legt Patrick

Lencioni de kern van samenwerking in teams bloot. Dat doet hij aan de hand van deze parabel, waarin Catherine Petersen als ceo een team moet leiden dat onderling zo in conflict is geraakt dat het de hele organisatie negatief beïnvloedt. Gaandeweg openbaren zich vijf grote frustraties waarmee teamleden worstelen, frustraties die de samenwerking saboteren: gebrek aan betrokkenheid, afschuiven van verantwoordelijkheid en niet-resultaatgericht werken. Lencioni laat middels dit verhaal zien hoe deze hindernissen ontstaan en hoe je ze achter je kunt laten. Vervolgens werkt hij het onderliggende model uit. Een boek met een krachtige boodschap voor iedereen die in of met teams werkt.

Zij is de enige die weet wat er gebeurd is. Ik ben de enige die haar kan laten praten.' Alicia Berenson lijkt een perfect leven te leiden; ze is kunstenaar, gelukkig getrouwd en woont in een prachtig huis in een goede buurt in Londen. Maar als haar man op een avond thuiskomt doet ze iets verschrikkelijks: ze schiet hem vijf keer in het gezicht. Sindsdien zwijgt ze. Alicia's weigering om te praten, of een verklaring te geven voor haar daad, maakt de moord op haar man tot een mysterie dat tot de verbeelding spreekt van media en publiek. Haar kunst wordt onbetaalbaar, terwijl Alicia zelf ver van alle media in een psychiatrische inrichting is opgenomen. Psychotherapeut Theo Faber heeft lang moeten

wachten voor hij de kans krijgt om Alicia te behandelen. Hij is vastbesloten Alicia aan het praten te krijgen en het motief voor haar daad te achterhalen. Maar met zijn vastberaden zoektocht naar de waarheid brengt hij ook zichzelf in gevaar. Kvothe de legende. Befaamd magiër, berucht dief, meestermusicus en moordenaar. Van zijn jeugd met een groep muzikanten, zijn leven als bedelaar, tot de periode waarin hij een leerling was aan de befaamde Universiteit voor Magiërs en Alchemisten, Kvothe vertelt zijn verhaal met humor en gevoel voor tragiek. Zo onthult hij de man achter de legende – een klassieke en onvergetelijke held die de lezer vanaf de eerste pagina weet te boeien. De naam van de wind is een debuut van een klasse zoals men zelden ziet in de epische fantasy. Rothfuss vertelt het verhaal van Kvothe in de beeldende stijl en met het gevoel voor detail die doen denken aan J.R.R. Tolkien en Robin Hobb, en met de verhalende kracht van Robert Jordan. Rothfuss verweeft dit alles tot een eigen geheel dat van begin tot eind intrigeert en doet wat maar weinig schrijvers kunnen: hij raakt de lezer. Enthousiast blog over De naam van de wind: 'Het is het beste boek dat ik in jaren gelezen heb. [...] Ik las het zes maanden geleden en ik denk er nog steeds aan.' Edwardspoonhands Blog: In the name of the wind

Waarom zijn broodjeaapverhalen zo hardnekkig en vergeten we alledaagse waarheden zo gemakkelijk?

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Hoe maakt een krant een kop die ervoor zorgt dat we door willen lezen? En waarom onthouden we complexe verhalen wel, maar complexe feiten niet? Waarom floreren sommige ideeën van meet af aan, terwijl andere razendsnel ter ziele gaan? En hoe verbeter je de kansen van waardevolle ideeën? In *De plakfactor* leggen Chip en Dan Heath uit hoe je de kleefkracht van ideeën kunt versterken. Deze onmisbare gids laat zien dat 'sticky' ideeën hun kracht ontlenen aan zes belangrijke eigenschappen, die ook jij kunt leren beheersen. Dit boek gaat over een van de belangrijkste aspecten van menselijk gedrag en zal de manier waarop je ideeën overbrengt ingrijpend veranderen. *De plakfactor* is provocerend, onthullend en vaak verrassend grappig. Het onthult de cruciale principes van succesvolle ideeën en de strategieën om je eigen boodschap meer kleefkracht te geven.

Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Get your projects done without having a Master's Degree in Project Management There is no shortage of books on project management, yet most of those guides are weighed down with tiresome project management-speak and heavy process. This easy-to-use, step-by-step, plain English guide to project management shows readers how to hit ground running and nail the completion of projects. For beginners who find themselves in charge of a project but have no clue where to start or those who are struggling or feel

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overwhelmed, Project Management Lite focuses less on the theory and more on the action with simple worksheets and checklists. Author Juana Clark Craig, PMP, draws on over twenty-five years of project management experience gained while working in Fortune 500 companies to deliver a minimalistic approach to managing your projects without the mumbo-jumbo of traditional project management techniques. Wireless technology offers immense potential for competitive advantage, starting right now -- but today's wireless landscape can be extraordinarily confusing. This book gives decision makers the clarity, insight, and practical methodology they need to identify the right wireless solutions -- and implement them. Ian S. Hayes offers a practical framework for understanding today's complex array of wireless devices, solution providers, technologies, standards, architectures, and acronyms. Through real-world case studies, practical examples, and illustrations, he helps you determine which wireless solutions offer the greatest business value in your environment -- and walks you through assembling and integrating those solutions. The book contains a detailed glossary of terminology, as well as a comprehensive list of software vendors and consultants, updated on an ongoing basis at the book's companion Web site.

Activity scheduling is a fundamental but often misunderstood aspect of project management. This guide on activity scheduling, resource allocation and cost accounting enables readers to schedule projects that come in on time, to specification and within budget. Step by step instructions and examples teach a wide range of skills for immediate project improvement. Readers will find in-depth coverage of activity sequences, relationships and time estimates. Throughout the volume, Primavera Project Planner, a leading project management tool, is used to illustrate concepts.

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Van populair weblog naar New York Times-bestseller is dit hét boek voor zelfhulphaters! Stop met altijd maar positief zijn, en leer in plaats daarvan om te gaan met je tekortkomingen en de tegenslagen in het leven. Zodra je niet meer wegrent voor je angsten, fouten en onzekerheden maar de pijnlijke waarheid onder ogen durft te zien, vind je de moed en het zelfvertrouwen waar je in deze tijd zo'n behoefte aan hebt. Mark Manson geeft je de tools om te kiezen waar jij om geeft, en dus ook waar je niet om geeft. Dat idee omarmen werkt bevrijdend. Humoristisch en vol goede grappen, maar bovenal ondersteund door wetenschappelijk onderzoek.

Organizations of every type struggle to remain relevant in their marketplace. They continuously strive to introduce new products and services at a rate that satisfies their customers. In their search for fresh ideas, organizations often overlook the most significant source of new thought — their employees. Today's employees are knowledgeable and able to see opportunities or solutions to problems. This book describes a process for turning "great ideas" into actionable proposals. It presents a simple, but powerful set of questions that has proven to deliver a never-ending stream of inspiration to an organization. Although formal processes for project initiation, execution, and completion may be firmly embedded in an organization's project life cycle, little is said about project origins. In Project Identification, the author provides a formal process that encourages and enables all of your employees, from the corporate suite to the college hire, to participate in the innovation process. The book presents a mechanism for identifying and capturing great ideas and inspired thought as new project proposals. It provides you with a repeatable process to organize, evaluate, and then select candidate projects for initiation. In the first part of the book, the author describes the complete project life cycle and explains how the

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Project Identification process complements the formal Project Management methodology. The book then presents a series of questions that guide the decision-making process for identifying new projects. For each question, the author includes an example from a real proposal that demonstrates how to craft useful content. The book concludes by explaining how to capture and manage each of the formal proposals and make sure they are properly considered. It details the transition of a candidate project to a live effort, ready for project initiation. This book can help streamline how your organization conceptualizes and approves projects. It will help you deliver a continuous source of fresh ideas for solving your most challenging business problems.

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