



# Successful Project Management (with Microsoft Project CD-ROM)

*Jack Gido, James P. Clements*

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The fourth edition of SUCCESSFUL PROJECT MANAGEMENT covers everything you need to know about working successfully in a project environment, including how to organize and manage effective project teams. Communication is also emphasized, with a focus on how to document and communicate project developments, both within and outside of the team. In-depth coverage of planning, scheduling and cost management is also provided. The authors' goal is to provide many cases that are fun and elicit interesting debates, and this edition includes new end-of-chapter cases. In addition, all new up-to-date Real World Project Management vignettes are included at the beginning and within each chapter, giving you a taste of how project management is practically applied in the workplace. Key points of each chapter are highlighted in Critical Success Factor boxes, providing an overview of the main ideas covered within the chapter. End-of-chapter materials contain questions and Internet exercises that allow you to apply the concepts covered in the chapter. Sprinkled throughout each chapter are boxed questions designed to test your comprehension of key concepts. A trial version of Microsoft Office Project 2007 is included for student use on class projects.



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