



Project Management Communications Bible

By William Dow, Bruce Taylor

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The authoritative reference on one of the most important aspects of managing projects--project communications

With shorter production cycles and the demand for projects being faster, cheaper, and better, the need for project communications tools has increased. Written with the project manager, stakeholder, and project team in mind, this resource provides the best practices, tips, tricks, and tools for successful project communications and planning. The featured charts, graphs, and tables are all ready for immediate use.

Note: CD-ROM/DVD and other supplementary materials are not included as part of eBook file.

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Project Management Communications Bible By William Dow, Bruce Taylor Bibliography

- Sales Rank: #955791 in Books
- Published on: 2008-06-10
- Ingredients: Example Ingredients
- Original language: English
- Number of items: 1
- Dimensions: 9.20" h x 1.80" w x 7.40" l, 2.79 pounds
- Binding: Paperback
- 840 pages

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Editorial Review

From the Back Cover

Develop top-notch communications skills for project management success

Communication is a critical, but often overlooked, component of successful project management. This comprehensive Bible is your one-stop guide to becoming a better communicator. Using the Project Management Institute's Project Management Body of Knowledge (PMBOK) as a framework, this essential guide provides all the tools, techniques, and best practices you need to successfully execute projects, keep your team and customers fully apprised, and deliver crucial information in a timely manner.

- Become a more effective communicator on your projects
- Discover methods and techniques to enhance your project communications
- Communicate crucial project data, such as risks, issues, and budget information
- Decide and document where, how, and to whom to communicate information
- Discover the Project Calendar, Risk Simulation, Stop Light Report, and other tools
- Determine the right communications tools for each stage of a project
- Review the Project Management Institute's (PMI) nine knowledge areas and five processes

What's on the CD-ROM?

Access this useful CD and communicate more effectively on your projects. The CD provides templates for the tools explained in the book, including reports and charts you can put to use immediately. It also includes:

- **Project Management Communication Tools List**

This handy reference includes mapping between each tool and the corresponding project lifecycle or PMI Knowledge areas.

- **Entire book in searchable PDF**

See the CD appendix for details and complete system requirements.

About the Author

Bill Dow, PMP, is a published author, PMP Certified Project Management Professional, with more than 18 years in Information Technology, specializing in software development and project management. Bill has a strong passion for project management, project management offices, and software development lifecycle methodologies. Bill has a strong methodology background and has been very successful in every company he has worked for in ensuring the projects methodologies matches the project while still guaranteeing the highest of quality for the customer. Bill has worked all across North America, starting his career in the late 1980s as a computer-programming analyst, worked in the consulting field for many years, led a large project management office at AT&T Wireless/Cingular and is now working in IT at the Microsoft Corporation in Redmond, Washington. Bill has also taught IT courses in several Canadian colleges.

Bruce Taylor is an expert in the field of project management. He regularly provides professional assistance to top management and has accumulated impressive experience in developing project scheduling and cost control systems continuously since the mid 1960s. He has worked worldwide on some of the largest projects, including some huge offshore platforms in the North Sea and the Northwest shelf of Australia. Mr. Taylor is a pioneer in project management software tools. He and a partner founded a small project management

consulting and software development company, which quickly grew internationally. Using his experience, the company developed, and marketed an automated project scheduling, and cost control system. Included in this development was the first automated network logic diagram chart using the critical path method of scheduling. He built a client base of over 150 major companies worldwide. This included branch offices in France and Australia.

Over the past 40+ years, he has conducted many project management classes and seminars throughout the United States, Canada, Europe, Japan, Australia, South America, and the Near and Far East.

Users Review

From reader reviews:

Susanne Pineda:

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Adelina Foreman:

Reading a guide tends to be new life style in this era globalization. With studying you can get a lot of information which will give you benefit in your life. Together with book everyone in this world could share their idea. Ebooks can also inspire a lot of people. Many author can inspire their very own reader with their story as well as their experience. Not only the storyplot that share in the publications. But also they write about the information about something that you need example of this. How to get the good score toefl, or how to teach your children, there are many kinds of book that exist now. The authors on earth always try to improve their skill in writing, they also doing some analysis before they write on their book. One of them is this Project Management Communications Bible.

Patrice Eubanks:

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