



# Project Management Step by Step

How to plan and manage a highly successful project

Second edition

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# **Project Management Step by Step**

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Association of Project Managers (APM)

Assumption

Backlog

Benefit

Benefits realisation



Business analysis/business analyst

Business rationale/business objective

Change

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Change management

Communications plan

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MoSCoW

Opportunity

**PERT** 

Plan

Portfolio

Portfolio management

Product owner

Prince 2

Programme

Programme manager

Programme management

Progress report

**Project** 



Project customer

**Project dimensions** 

Project manager

Project management

Project Management Institute (PMI)

Project management office (PMO)

Project management professional (PMP)

Project sponsor

Project team

Quality Assurance and Quality Control (QA and QC)

**RACI** 

RAID log

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Resources

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