

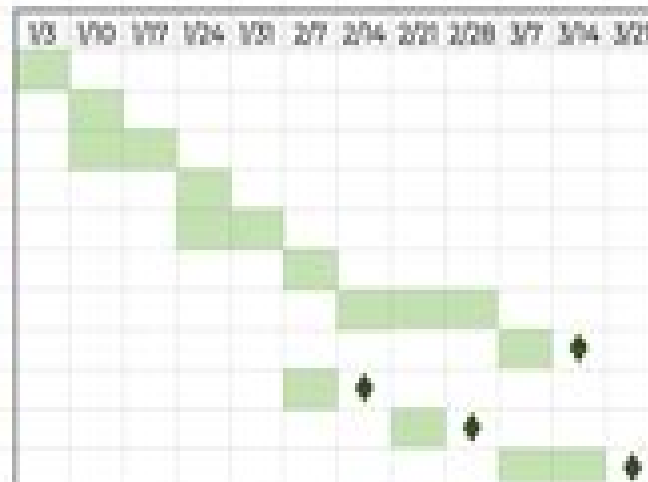
# PROJECT MANAGEMENT DASHBOARD

Project name:	[Name]	Completed:	27%
Date:	[Date]	Est. Hours:	128
Status:	On track -	Actual Hours:	6

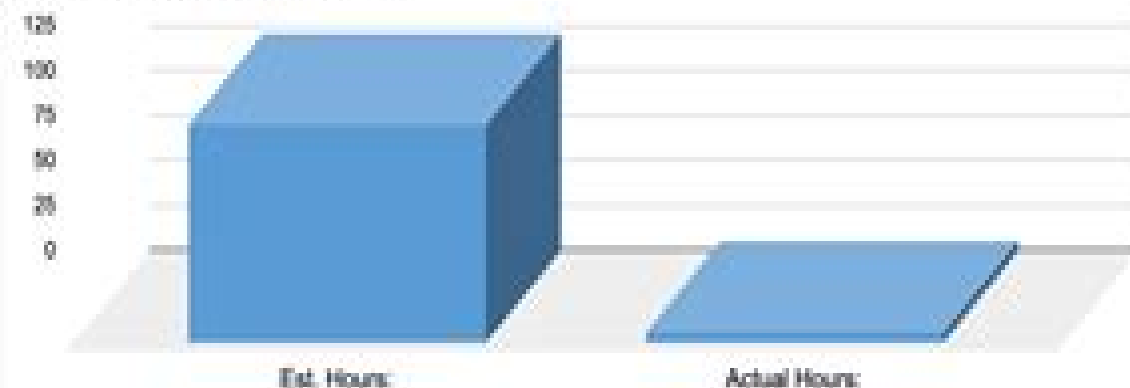
## To get started:

1. Make a copy of this sheet.
2. In the first date cell, where it says 1/3, enter your start date.

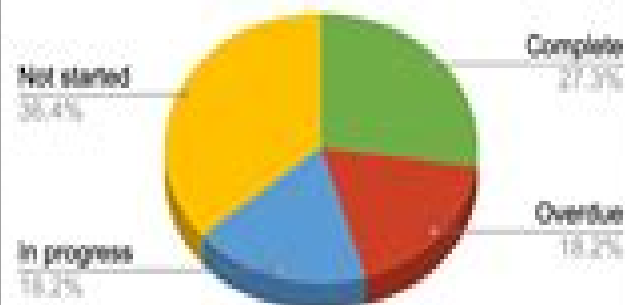
Task	Owner	Priority		Est. Time	Act. Time	Status	
Schedule kickoff meeting	Ana	High	-	1	1	Complete	-
Define goals	Martina	High	-	1	1	Complete	-
Define requirements	Quiyana	High	-	10		Overdue	-
Create technical plan	Isa	High	-	3	1	In progress	-
Finalize staffing plan	Martina	High	-	1	1	In progress	-
Initial build kickoff	Quiyana	High	-	4		Overdue	-
Development	Quiyana	High	-	65		Not started	-
QA testing	Quiyana	High	-	25		Not started	-
Prelaunch employee comms	Hugh	Low	-	3	2	Complete	-
Prelaunch customer comms	Hugh	Med	-	4		Not started	-
Launch announcements	Hugh	High	-	4		Not started	-



## Estimated vs. Actual Hours



## Task Status



# Project Management Templates

**RS Peters**



## **Project Management Templates:**

**The New One-Page Project Manager** Clark A. Campbell, Mick Campbell, 2012-12-17 How to manage any project on just one piece of paper The New One Page Project Manager demonstrates how to efficiently and effectively communicate essential elements of a project's status The hands of a pocket watch reveal the time of day without following every spring cog and movement behind the face Similarly an OPPM template reduces any project no matter how large or complicated to a simple one page document perfect for communicating to upper management and other project stakeholders Now in its Second Edition this practical guide currently saving time and effort in thousands of organizations worldwide has itself been simplified then refined and extended to include the innovative AgileOPPM™ This Second Edition will include new material and updates including an introduction of the ground breaking AgileOPPM™ and an overview of MyOPPM™ template builder available on line Includes references throughout the book to the affiliated sections in the Project Management Body of Knowledge PMBOK Shows templates for the Project Management Office PMO This new and updated Second Edition will help you master the one page approach to both traditional project management and Agile project management PMBOK is a registered mark of the Project Management Institute Inc **Template-based Management** Uwe G.

Seebacher, 2020-10-29 The Template based management TBM approach has been used since 2003 across the world in diverse contexts It has evolved hand in hand with the evolution of business Agile Blueprints Canvas Design Thinking or Kanban are only few of the many current concepts based on the approach This book expands and upgrades the author's 2003 book Template driven Consulting Springer by tracing this evolution and offering the current state of the art to practitioners TBM combines structure and method pre structuring diverse processes it helps to present complex activities and procedures in a simple clear and transparent manner and then implement them The use of TBM ranges from conception or creative work in agencies to designing organizations and strategies planning and monitoring initiatives and projects to innovation management and optimizing cost structures processes or entire departments and divisions The book also demonstrates how successful organizations use TBM to methodically and structurally apply the internal know how in a cost and time optimal way for attaining sustainable business success Readers will learn to apply and use TBM identify its importance and benefit from a variety of case studies that illustrate the application and use for the entire business and management practice

**Essential Project Management Templates** Brent W. Knapp Pmp, 2009-01-01 In a competitive business climate your organization's ability to efficiently align resources and business activities with strategic objectives can mean the difference between succeeding and just surviving To achieve strategic alignment organizations are increasingly managing their activities and processes as projects In essence projectizing their business to monitor performance more closely and make better business decisions about their overall work portfolio By planning and tracking projects with clarity and precision organizations can respond with greater agility to the demands of a fast changing business environment Using our project

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Nick Graham, 2014-09-29 Your must have tool for perfect project management Want to take your career to the next level and be a master of planning organising motivating and controlling resources to meet your goals This easy to use guide has you covered Project Management Checklists For Dummies takes the intimidation out of project management and shows you step by step how to use rigorous self check questions to save significant time and headaches in managing your projects effectively Project Management Checklists For Dummies gives you to do lists hands on checklists and helpful guidance for managing every phase of a project from start to finish Before you know it you ll be a star project manager as you organise estimate and schedule projects in today s time crunched cost conscious global business environment Includes useful to do lists and checklists to ensure all the necessary steps are completed Offers simple exercises to help clarify needs and requirements along the way Provides templates to complete which can also be downloaded from Dummies com and customised to suit your unique requirements Supplies hints and tips to help you along the way If you re a project manager or any professional charged with managing a project and wondering where to start Project Management Checklists For Dummies is your ready made tool for success

**Freelancer 99+ Essential Message Templates**  
Message Magic, 2023-08-22 Are you a Freelancer constantly juggling multiple projects and struggling to find the right words to communicate with clients and prospects Do you wish you could save time and eliminate the guesswork when crafting emails and messages all while maintaining a professional image Look no further Freelancer 99 Essential Message Templates is the ultimate guide that will transform your communication skills and elevate your freelance career Inside this comprehensive handbook you ll discover a treasure trove of customizable templates designed to address a wide range of situations encountered by freelancers Whether you need to create compelling project proposals streamline invoicing processes or send persuasive follow up emails this book has got you covered No more staring at a blank screen wondering how to structure your message or what to say simply choose the template that fits your needs and adapt it to your unique situation But this book is more than just a collection of templates It also offers invaluable tips and best practices for effective communication Learn how to strike the perfect balance between friendliness and professionalism how to avoid common communication mistakes that could jeopardize your client relationships and how to tailor your messages to meet the specific needs and preferences of each recipient Freelancer 99 Essential Message Templates goes beyond the basics by addressing the unique challenges faced by freelancers Gain insights on negotiating rates confidently and assertively handling difficult clients with finesse and maintaining a consistent level of professionalism in all your interactions With these proven strategies at your fingertips you ll be equipped to navigate any communication obstacle that comes your way Imagine the freedom of having a time saving tool that allows you to focus on

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efficiency with project management templates and tools specifically designed for training professionals This book is at its core a bank of training knowledge Each customizable template is practical to use on training related projects or ongoing operations In this book you will find forms to help you manage all aspects of your training project helpful information to guide you as you institute an information system for your training department templates that help you deliver business results and business success Using good forms correctly can greatly increase productivity and consistency within a distributed network of project team members Whether you are a project manager who has training responsibilities or a trainer responsible for managing projects this guide offers tools you need to maximize efficiency **Excel Essentials: From Basic Formulas to Advanced Functions and Practical Templates** Rodney Key, 2025-04-05 Are you tired of feeling lost in the world of spreadsheets Do you want to unlock the full power of Excel and transform your data into actionable insights Then look no further This comprehensive guide will take you from a novice to a confident Excel user empowering you to tackle any task with ease This book will guide you through the fundamental concepts of Excel starting with the basics of formulas and functions You will learn how to perform calculations manipulate data create charts and manage your spreadsheets efficiently We ll then dive into advanced features like data analysis macros and pivot tables equipping you with the skills to perform complex calculations and extract meaningful insights from your data The book is packed with practical examples and real world scenarios that will help you apply what you ve learned immediately You ll discover how to create powerful templates for a variety of tasks including budgeting project management and sales tracking Whether you re a student professional or simply looking to improve your spreadsheet skills this book has something for everyone By the end you ll be able to use Excel confidently to streamline your work analyze data and make informed decisions Project Management Plan Template Quel S.J, 2018-01-19 Blank Project Action Log Get Your Copy Today Large Size 8 5 inches by 11 inches Enough Space for writing Include sections for Year Month Project Name Manager Phone Number and Email Action Item Owner Priority Due Date Status Notes Buy One Today and keep track of your Projects Template-driven Consulting Uwe G. Seebacher, 2012-11-15 Template driven Consulting is a book for managers who have long been searching for a way to cut costs on expensive external business advice Every day new stories of companies that have gone belly up or encounter severe financial troubles show up on the front pages of newspapers across the globe Cost cutting is again the most pressing issue in organizations initiating massive layoffs and large scale reductions in spending on capital goods Template driven Consulting TDC allows your company to trim down expenses at another source external consultants By drawing on the use of templates TDC at last really brings about the often cited knowledge transfer from consultants to your employees Applying TDC your employees are to become your experts whilst you will see the number of and cost for external consultants decrease tremendously This book with its clear structure and hands on approach lets you understand the new methodology and will help you in reaping its cost benefits in your company It provides you all the necessary insights into how consultants are

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**Business Driven PMO Success Stories** Mark Price Perry,2013-01-13 Business Driven PMO Success Stories was written by and with over two dozen contributing authors from the worldwide project management and project management office PMO community It offers executives managers and all those involved in the projects of the organization an understanding of the value a PMO can provide the knowledge they need to determine the purpose of their PMO and how to craft a PMO best suited to fulfill that purpose

**Supply Market Intelligence** Robert Handfield,2006-01-13 Supply Market Intelligence A Managerial Handbook for Building Sourcing Strategies charts the course to success for executives who are seeking to lead their organizations to supply chain maturity This volume is intended for supply chain executives who struggle with the challenges of an uncertain supply market environment and whose supply chain function is constantly buffeted by unexpected changes in customer requirements and commodity prices The author offers a more effective path describing an integrated approach to supply chain management based upon solid market intelligence This path is derived from the authors multiple engagements with organizations such as Suncor Energy Bank of America Shell Oil Honda of America General Motors Boston Scientific Visteon Federal Express Sonoco Duke Energy Caterpillar John Deere GlaxoSmithKline and many others He emphasizes that the elements of a successful plan do not arise from a simple vision

instead they require much hard work and a focused approach backed by solid leadership This book begins by defining supply market intelligence and discussing opportunities the establishment of a project team and conducting an internal business intelligence assessment The book then examines the development of business and market intelligence supplier evaluations and sourcing strategies It also explores how to execute a sourcing strategy manage a strategic supplier relationship and redesign an organization for effective supply chain intelligence and strategic sourcing This volume offers a benchmarking maturity model tool that covers all facets of end to end supply chain management

**PMP Rapid Review** Sean Whitaker, 2013-08-15 Assess your readiness for the updated PMP Exam and quickly identify where you need to focus and practice This practical streamlined guide walks you through each exam task providing need to know checklists review questions tips and links to further study all designed to help bolster your preparation Reinforce your exam prep with a Rapid Review of these tasks Initiating the project Planning the project Executing the project Monitoring and controlling the project Closing the project This book is an ideal complement to the in depth training of the Microsoft Press Training Kit and other exam prep resources for the PMP Exam aligned with the Guide to the Project Management Body of Knowledge PMBOK Guide Fifth Edition

**Engineering and Product Development Management** Stephen Armstrong, 2001-09-24 This book is a practical guide to the components of engineering management using a holistic approach It will help engineers and managers understand what they have to do to improve the product development process by deploying new technology and new methods of working in concurrent teams The book takes elements from six well known and understood bodies of knowledge and integrates them into a holistic approach integrated product development project management process management systems engineering product data management and organizational change management These elements are framed within an overall enterprise wide architecture The techniques discussed in this book work for both huge multinational organizations and smaller enterprises

**Encyclopedia of Information Science and Technology** Mehdi Khosrow-Pour, Mehdi Khosrowpour, 2009 This set of books represents a detailed compendium of authoritative research based entries that define the contemporary state of knowledge on technology Provided by publisher

**Managing Complex Projects** International Institute for Learning, Harold Kerzner, Carl Belack, 2010-08-03 The application of project management techniques is considered standard practice in today's business environment What is not widely known is that the learning gap separating good project management from exceptional project management is not as great as one might think yet the difference in the return on value can be quite significant Many factors determine how projects are approached such as rapid shifts in technology a fluctuating market changes in a business's organizational structure and politics As these forces add to a project's complexity and duration project managers must develop strategies that allow them to think outside the box and create new on the go methodologies Managing Complex Projects delivers the tools necessary to take on an unpredictable economy with an adaptable battle plan proven to meet the differing needs of an ever expanding set of partners and stakeholders involved in



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**Conference on Information Systems Management** Paulo Silva, António Guerreiro, Rui Quaresma, 2016

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