

Project Management 101

Chapter 1

Getting Started

1. Identify a NEED, a PROBLEM or an OPPORTUNITY
2. State a specific OBJECTIVE that would
 - a) Satisfy the NEED
 - b) Ameliorate the PROBLEM
 - c) Realize the OPPORTUNITY

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Chapter 1

Stating the OBJECTIVE – part 1

1. The OBJECTIVE must be
 - a) Clear
 - b) Specific
 - c) Attainable
 - d) Measureable

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Chapter 1

Stating the OBJECTIVE – part 2

1. The OBJECTIVE must include:
 - a) Desired result, outcome or deliverable
 - b) Requirements or qualities for success
 - c) Date or schedule for completion
 - d) Estimate of resources required or available

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