

Introduction To Project Management Kathy Schwalbe 4th Edition

An informative introduction for those considering a career in project management Project Management JumpStart offers a clear, practical introduction to the complex world of project management, with an entertaining approach based on real-world application. Fully revised to align with a Guide to the Project Management Body of Knowledge –PMBOK Guide©, 6th edition, this book provides an overview of the field followed by an exploration of current best practices. The practical focus facilitates retention by directly linking critical concepts to your everyday work, while the close adherence to PMBOK guidelines makes this book the perfect starting point for those considering certification to earn either PMP or CompTIA Project+ credentials. Project management is a top-five, in-demand skill in today's workplace, and the demand has spread far beyond IT to encompass nearly every industry; any organization that produces goods or services, whether for profit or not, has a vested interest in ensuring that projects are completed on time, on budget, and to the satisfaction of the client—this is the heart of the project management function. Let Kim Heldman, bestselling author of PMP Study Guide and CompTIA Project+ Study Guide, walk you through the basic principles and practices to help you build a strong foundation for further training. Understand current project management methods and practices Explore project management from a practical perspective Delve into illustrative examples that clarify complex issues Test your understanding with challenging study questions Trillions of dollars are invested in various projects around the world each year, and companies have learned that investing in qualified project management professionals pays off in every aspect of the operation. If you're considering a career in project management, Project Management JumpStart provides an excellent introduction to the field and clear direction for your next steps.

Based on user feedback, the fifth edition of An Introduction to Project Management provides a separate chapter for planning integration and scope management and for planning time and cost management. Additional examples are provided for creating work breakdown structures and schedules. It also includes information on Basecamp, a free web-based project management tool, along with a user guide (replaces AtTask in Appendix B). In addition to updating many references and examples, this edition continues to include several popular features:- Follows the Project Management Institute's PMBOK(r) Guide, Fifth Edition (2013)- Has chapters for each process group and a comprehensive case study to illustrate applying tools and techniques throughout the project life cycle- Includes a Guide for using Microsoft Project 2013 - Provides a free trial of MatchWare's MindView Business software (www.matchware.com/intropm), a tool for creating mind maps, Gantt charts, and other project documents- Uses real-world examples and references, including opening cases and case wrap-ups, examples of what went right, what went wrong, media snapshots, best practices, and video highlights in each chapter- End of chapter materials include chapter summaries, quick quizzes, discussion questions, and exercises, with case studies provided in Appendix C-Comprehensive, secure instructor site available with lecture slides, solution files, test banks, etc.-Free Web site includes over fifty template files, online quizzes and games, data files for Project 2013, links to sites mentioned in the text, and much more Visit the free companion Web site at www.intropm.com.

Note: The fourth edition of this book was published in 2012. An Introduction to Project Management, Third Edition offers a general yet concise introduction to project management. This book provides up-to-date information (based on the 2008 PMBOK Guide) on how good project, program, and portfolio management can help you achieve organizational success. It includes over 50 samples of tools and techniques applied to one large project, and it is suitable for all majors, including business, engineering, healthcare, and more. This text uses a chronological approach to project management, with detailed explanations and examples for initiating, planning, executing, monitoring and controlling, and closing projects. This text includes corrections to the original third edition and a new Appendix A with a Brief Guide to Using Project 2010 (instead of Project 2007). The pagination for chapters 1-9 has not changed.

Discover exciting behind-the-scenes opportunities and challenges in technology today with Schwalbe's unique INFORMATION TECHNOLOGY PROJECT MANAGEMENT, REVISED 7E. This one-of-a-kind book demonstrates the principles distinctive to managing information technology (IT) projects that extend well beyond standard project management requirements. No book offers more up-to-the minute insights and software tools for IT project management success, including updates that reflect the latest PMBOK Guide, 5th edition, the global standard for managing projects and earning certification. The book weaves today's theory with successful practices for an understandable, integrated presentation that focuses on the concepts, tools, and techniques that are most effective today. INFORMATION TECHNOLOGY PROJECT MANAGEMENT is the only book to apply all ten project management knowledge areas to IT projects. You master skills in project integration, scope, time, cost, quality, human resource, communications, risk, procurement, and stakeholder management as well as all five process groups--initiating, planning, executing, monitoring and controlling, and closing. Intriguing examples from familiar companies featured in today's news, a new Agile case, opportunities with MindView software, and a new chapter on project stakeholder management further ensure you are equipped to manage information technology projects with success. The REVISED Seventh Edition has updated Appendix A for Microsoft Project 2013. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Benjamin Orr was the co-founder, co-lead singer, and bassist for the platinum-selling rock band The Cars. This first biography of Orr draws together interviews with over 120 of his family members, friends, and music associates, as well as many never-before-seen photos, to reveal an intimate portrait of one of classic rock's greatest talents.

Recreates the experience of dozens of projects, both successful and failed, to provide a real-world context for learning.

Never HIGHLIGHT a Book Again! Virtually all of the testable terms, concepts, persons, places, and events from the textbook are included. Cram101 Just the FACTS101 studyguides give all of the outlines, highlights, notes, and quizzes for your textbook with optional online comprehensive practice tests. Only Cram101 is Textbook Specific. Accompanys: 9781423902201 .

Winner of PMI's 2011 David I. Cleland Project Management Literature Award Detailing cutting-edge green techniques and methods, this book teaches project managers how to maximize resources and get the most out of limited budgets. It supplies proven techniques and best practices in green project management, including risk and opportunity assessments. With illustrative case studies and insights from acknowledged leaders in green project management, the text: Explains how to tap into green incentives, including grants, rebates, and tax credits Includes case studies that illustrate how to integrate green techniques and methods to generate cost savings and maximize resources Provides green techniques that take little time to implement, can benefit all types of projects, and can generate immediate savings to your project's bottom line Praise for: A first-of-its-kind book ...

a must-read for senior executives as well as project managers. —Harold Kerzner, Ph.D., Senior Executive Director for Project Management at The International Institute for Learning ... an impressive piece of work. —Jean Binder, PMP, MBA, award-winning author (David I. Cleland Literature Award, 2008) This important book defines the green field and sets out the steps for those who want to be ahead of the crowd... —Dr. David Hillson, PMP, FAPM, FIRM, MCMI, Director of Risk Doctor & Partners ... an incredible call to arms to increase your project greenality for a better world, or a bigger pay check, if you're still cynical on this topic. —Bas de Baar, ProjectShrink.com ... an excellent job of making the reader aware of how much influence a single project manager, let alone an entire discipline, can have on improving our environment. —Professor Schwalbe, Department of Business Administration, Augsburg College

Guide your project to success from initial idea to final delivery In today's time-pressured, cost-conscious global business environment, tight project deadlines and high expectations are the norm. Projects are now the standard way of implementing change, and project management has become a vital skill for successful business professionals. Project Management For Dummies shows you how to succeed by focusing on what you need to deliver and then how to plan and control the project in order to deliver it. You will learn how to plan, keep the project on track, manage teams and control risk. You'll even get some tips on software – including free stuff – that will make things easier for you. Who, What, and Why – understand the expectations of your project Laying the foundations – learn to build your plans with a sturdy structure from start to finish The selection process – see how to get the very best from your teams Get in the driving seat – learn to take control and steer your project to success Open the book and find: Clear and simple explanation of powerful planning techniques Ways to track progress and stay in control How to identify and then control risk to protect your project Why understanding your project's stakeholders is key How to use technology to up your game Tips for writing a clear and convincing business case Advice on being an effective leader Techniques to help you work effectively with teams and specialists Learn to: Motivate your teams to perform to their full potential Plan, execute and deliver your projects with confidence Stay in control to deliver on time, within budget and to the right quality

Agile Practice Guide – First Edition has been developed as a resource to understand, evaluate, and use agile and hybrid agile approaches. This practice guide provides guidance on when, where, and how to apply agile approaches and provides practical tools for practitioners and organizations wanting to increase agility. This practice guide is aligned with other PMI standards, including A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Sixth Edition, and was developed as the result of collaboration between the Project Management Institute and the Agile Alliance.

The sixth edition of An Introduction to Project Management has been completely updated to follow the Project Management Institute's PMBOK(r) Guide - Sixth Edition (2017). It includes several new figures, a new section on the PMI talent triangle and the importance of leadership skills, and a new section on an agile approach to project planning. New research, statistics, and real-world examples are included throughout the book. It also incorporates updated information and screenshots from several software tools. Continuing features include a chapter for each process group and a comprehensive case study to illustrate applying tools and techniques throughout the project life cycle. Each chapter includes several real-world examples and references, including opening cases and case wrap-ups, examples of what went right, what went wrong, media snapshots, best practices, and video highlights in each chapter. End of chapter materials include chapter summaries, quick quizzes, discussion questions, and exercises with case studies provided in Appendix C. The free student website includes over fifty template files, online quizzes, data files for Microsoft Project, and much more. A comprehensive, secure instructor site is available with lecture slides, solution files, test banks, etc.

The Practice Standard for Project Risk Management covers risk management as it is applied to single projects only. It does not cover risk in programs or portfolios. This practice standard is consistent with the PMBOK® Guide and is aligned with other PMI practice standards. Different projects, organizations and situations require a variety of approaches to risk management and there are several specific ways to conduct risk management that are in agreement with principles of Project Risk Management as presented in this practice standard.

Discover exciting behind-the-scenes opportunities and challenges in technology today with Schwalbe's unique INFORMATION TECHNOLOGY PROJECT MANAGEMENT, 7E. This one-of-a-kind book demonstrates the principles distinctive to managing information technology (IT) projects that extend well beyond standard project management requirements. No book offers more up-to-the minute insights and software tools for IT project management success, including updates that reflect the latest PMBOK Guide, 5th edition, the global standard for managing projects and earning certification. The book weaves today's theory with successful practices for an understandable, integrated presentation that focuses on the concepts, tools, and techniques that are most effective today. INFORMATION TECHNOLOGY PROJECT MANAGEMENT is the only book to apply all ten project management knowledge areas to IT projects. You master skills in project integration, scope, time, cost, quality, human resource, communications, risk, procurement, and stakeholder management as well as all five process groups--initiating, planning, executing, monitoring and controlling, and closing. Intriguing examples from familiar companies featured in today's news, a new Agile case, opportunities with MindView software, and a new chapter on project stakeholder management further ensure you are equipped to manage information technology projects with success. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

Use this brand-new textbook written to support the Level 3 CIPD Certificate in People Practice to succeed in your studies and launch your career as a people professional. Structured around the core knowledge and behaviours needed for the Level 3 CIPD qualification, People Practice provides a thorough understanding of the theory and practice of the key areas of the people profession. This includes business, culture and change in context, workforce analytics and the necessary skills and knowledge for people professionals. This book covers everything from understanding how external factors impact organizational goals, how to develop professional courage and build ethical and inclusive practices through to recruitment, performance, reward and supporting others. Written by the team who developed the new CIPD Level 3 qualification, this book will ensure that students learn both the theory and practice necessary for their academic studies and their future careers. Full of case studies, exercises, key definition boxes and reflective questions, this book will allow students to test their understanding, see how the theory applies in the workplace and develop their critical thinking skills. Further reading suggestions in each chapter encourage a wide and broad engagement with the subject. Online resources include PowerPoint slides, a lecturer's manual and multiple choice questions for students.

Provides information on organizing and management projects using SharePoint 2010, covering such topics as PMIS, project tracking, supporting team collaboration, and project reporting.

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Dysfunctional teams are maddeningyet are a reality of organizational life. How often have you sat in team meetings complaining to yourself, "What a colossal waste of time. Why does it take forever for this group to make a simple decision? What are we even trying to achieve here?" But as the team leader, you have the power to change things for the better. It's up to you to get people to work well together and produce results. How do you avoid the pitfalls you've experienced so painfully in the past? Team expert Mary Shapiro offers step-by-step advice, drawing on time-tested principles, practical exercises, guidelines for structured team conversations, and examples from a range of industries and organizational settings.

Whether you're a current project manager seeking to validate the skills and knowledge acquired through years of practical experience or a newcomer to the PM field looking to strengthen your resume, the PMP® certification from the Project Management Institute (PMI®) provides you with the means to do so. This updated edition of the best-selling PMP®: Project Management Professional Study Guide was developed to help you prepare for this challenging exam, and includes additional study tools designed to reinforce understanding of critical subject areas. Key Topics Include: Project Initiation. Determining project goals, identifying constraints and assumptions, defining strategies, producing documentation. Project Planning. Refining a project, creating a WBS, developing a resource management plan, establishing controls, obtaining approval. Project Execution. Committing and implementing resources, managing and communicating progress, implementing quality assurance procedures. Project Control. Measuring Performance, taking corrective action, ensuring compliance, reassessing control plans, responding to risk event triggers. Project Closing. Documenting lessons learned, facilitating closure, preserving records and tools, releasing resources. Professional Responsibility. Ensuring integrity, contributing to knowledge base, balancing stakeholder interests, respecting differences. Note:CD-ROM/DVD and other supplementary materials are not included as part of eBook file. (PMI, PMP and Project Management Professional are registered marks of the Project Management Institute, Inc.)

Today's new breed, eXtreme projects are different. They feature high speed, high change, high complexity, high risk, and high stress. While traditional projects follow the classic model of ready, aim, fire, eXtreme project managers succeed by shooting the gun and then redirecting the bullet while not losing sight of their moving target. eXtreme Project Management provides a practical guide for leaders working under high risk and high pressure while producing the desired bottom-line results. Based on Doug DeCarlo's extensive experience in working with more than 250 project teams, his eXtreme project management model is built around an integrated set of principles, values, skills, tools, and practices proven to consistently work under conditions of rapid change and uncertainty. eXtreme project management is based on the premise that you don't manage the unknown the same way you manage the known. It's a people-centric approach to high performance that makes quality of life a fundamental part of the project venture.

This volume, covering entries from "Determinables and determinates" to "Fuzzy logic," presents articles on Eastern and Western philosophies, medical and scientific ethics, the Holocaust, terrorism, censorship, biographical entries, and much more.

A new edition of the most popular book of project management case studies, expanded to include more than 100 cases plus a "super case" on the Iridium Project Case studies are an important part of project management education and training. This Fourth Edition of Harold Kerzner's Project Management Case Studies features a number of new cases covering value measurement in project management. Also included is the well-received "super case," which covers all aspects of project management and may be used as a capstone for a course.

This new edition: Contains 100-plus case studies drawn from real companies to illustrate both successful and poor implementation of project management Represents a wide range of industries, including medical and pharmaceutical, aerospace, manufacturing, automotive, finance and banking, and telecommunications Covers cutting-edge areas of construction and international project management plus a "super case" on the Iridium Project, covering all aspects of project management Follows and supports preparation for the Project Management Professional (PMP®) Certification Exam Project Management Case Studies, Fourth Edition is a valuable resource for students, as well as practicing engineers and managers, and can be used on its own or with the new Eleventh Edition of Harold Kerzner's landmark reference, Project Management: A Systems Approach to Planning, Scheduling, and Controlling. (PMP and Project Management Professional are registered marks of the Project Management Institute, Inc.)

Professor Kathy Schwalbe, author of Information Technology Project Management, Eighth Edition and An Introduction to Project Management, Sixth Edition, has teamed up with Dan Furlong to provide the second edition of this much-needed text for healthcare students and professionals. Dan manages the Project Management Office for the Medical University of South Carolina and also teaches project management in their Master in Health Administration program. Unique Features: *Uses the Project Management Institute's PMBOK(r) Guide-Sixth Edition (2017) *Provides in-depth examples for initiating, planning, executing, monitoring and controlling, and closing healthcare projects *Includes over 60 template files and samples of important project documents (a business case, project charter, scope statement, project schedule, change request, etc.) *Features in each chapter provide real-world examples and references, including Opening Cases and Case Wrap-Ups, examples of What Went Right, What Went Wrong, Media Snapshots, Best Practices, Video Highlights, and Healthcare Perspectives related to project management *Includes a Brief Guide to Microsoft Project 2016, the most popular project management software today, with a free trial available from Microsoft *Provides healthcare industry case studies and other teaching resources *Includes a companion Web site with interactive quizzes, template files, links to sites mentioned in the text, and much more *Instructors can access a secure site with lecture slides, test banks, etc. *Visit www.healthcarepm.com for more information

The newest edition of the bestselling guide to authentic leadership communication Much has changed in the world since the original publication of Leading Out Loud, Terry Pearce's book on authentic leadership communication. Now, more than ever, the development of a leader's message is as crucial to success as the delivery of that message. In the third edition of his classic book, Terry Pearce shows leaders in all sectors how to communicate their values and vision to inspire commitment. In this important resource, Pearce continues to broaden the application of core principles, putting the spotlight on every day, spontaneous communication. New examples, covering the range of today's multi-faceted communication, show the application of the sage advice Pearce offers. Readers will see how to develop a Personal Leadership Communication Guide that supports any venue, through any media and in multiple cultures. This completely revised and updated version of the bestselling classic is designed to meet the communication needs of today's leaders. Pearce expands his exploration of the internal work necessary to create an honest and compelling vision. He emphasizes the deepening of emotional awareness necessary to inspire others This edition demonstrates how readers can find their authentic voices and articulate their messages with increasing confidence and empathy Some examples carry through across chapters, clarifying how one develops and strengthens the Personal Leadership Communication Guide over time The work presents new models that are applicable to the multi-cultural world in which we live. Readers, leaders of any organization, and teachers at any level will find practical illustrations of how differences can be bridged with universal principles Foreword by Randy Komisar, General Partner of Kleiner Perkins Caufield & Byers and author of The Monk and The Riddle This new edition offers information, stories and experiences that demonstrate success in authentic leadership communication, in any technology, whatever the field or venue, local or global.

Professor Kathy Schwalbe, author of Information Technology Project Management, Seventh Edition and An Introduction to Project Management, Fifth Edition, has teamed up with Dan Furlong to provide this much-needed text for healthcare students and professionals. Dan manages the Project Management Office for the Medical University of South Carolina and also teaches project management in their Master in Health Administration program. Unique Features: Uses the Project Management Institute's PMBOK(r) Guide, Fifth Edition (2013) Provides in-depth examples for initiating, planning, executing, monitoring and controlling, and closing healthcare projects Includes over 60 template files and samples of important project documents (a business case, project charter, scope statement, project schedule, change request, quality control charts, etc.) Features in each chapter provide real-world examples and references, including Opening Cases and Case Wrap-Ups, examples of What Went Right, What Went Wrong, Media Snapshots, Best Practices, Video Highlights, and Healthcare Perspectives related to project management Includes a Brief Guide to Microsoft Project 2013, the most popular project management software today, with a free 60-day trial available from Microsoft Provides healthcare industry case studies and other teaching resources Includes a companion Web site with interactive quizzes, template files, links to sites mentioned in the text, and much more Instructors can access a secure site with lecture

slides, test banks, etc. Visit www.healthcarepm.com for more information"

This book is a great textbook for college and university students who want to learn more about project management as well as for practitioners in the field.

This appendix provides step-by-step instructions for using Microsoft Project 2013. You can download the free 60-day trial from www.microsoft.com/project. See www.intropm to access files and other information.

Note: This revision only changes Appendix A to provide instructions for using Microsoft Project 2013 vs. 2010 in the original fourth edition (plus some corrections). This book provides up-to-date information on how good project, program, and portfolio management can help you achieve organizational success. It includes over 50 samples of tools and techniques applied to one large project, and it is suitable for all majors, including business, engineering, and more. This text uses a chronological approach to project management, with detailed explanations and examples for initiating, planning, executing, monitoring and controlling, and closing projects.

PMBOK® Guide is the go-to resource for project management practitioners. The project management profession has significantly evolved due to emerging technology, new approaches and rapid market changes. Reflecting this evolution, The Standard for Project Management enumerates 12 principles of project management and the PMBOK® Guide &— Seventh Edition is structured around eight project performance domains. This edition is designed to address practitioners' current and future needs and to help them be more proactive, innovative and nimble in enabling desired project outcomes. This edition of the PMBOK® Guide:

- Reflects the full range of development approaches (predictive, adaptive, hybrid, etc.);
- Provides an entire section devoted to tailoring the development approach and processes;
- Includes an expanded list of models, methods, and artifacts;
- Focuses on not just delivering project outputs but also enabling outcomes; and
- Integrates with PMI standards+™ for information and standards application content based on project type, development approach, and industry sector.

“Unique and thorough, Warner’s handbook could turn any determined reader into a regular Malcolm Gladwell.”

—Booklist For anyone aiming to improve their skill as a writer, a revolutionary new approach to establishing robust writing practices inside and outside the classroom, from the author of *Why They Can’t Write* After a decade of teaching writing using the same methods he’d experienced as a student many years before, writer, editor, and educator John Warner realized he could do better. Drawing on his classroom experience and the most persuasive research in contemporary composition studies, he devised an innovative new framework: a step-by-step method that moves the student through a series of writing problems, an organic, bottom-up writing process that exposes and acculturates them to the ways writers work in the world. The time is right for this new and groundbreaking approach. The most popular books on composition take a formalistic view, utilizing “templates” in order to mimic the sorts of rhetorical moves academics make. While this is a valuable element of a writing education, there is room for something that speaks more broadly. The *Writer’s Practice* invites students and novice writers into an intellectually engaging, active learning process that prepares them for a wider range of academic and real-world writing and allows them to become invested and engaged in their own work.

Your ultimate go-to project management bible *Perform Be Agile! Time-crunch!* Right now, the business world has never moved so fast and project managers have never been so much in demand—the Project Management Institute has estimated that industries will need at least 87 million employees with the full spectrum of PM skills by 2027. To help you meet those needs and expectations in time, *Project Management All-in-One For Dummies* provides with all the hands-on information and advice you need to take your organizational, planning, and execution skills to new heights. Packed with on-point PM wisdom, these 7 mini-books—including the bestselling *Project Management and Agile Project Management For Dummies*—help you and your team hit maximum productivity by razor-honing your skills in sizing, organizing, and scheduling projects for ultimate effectiveness. You’ll also find everything you need to overdeliver in a good way when choosing the right tech and software, assessing risk, and dodging the pitfalls that can snarl up even the best-laid plans. Apply formats and formulas and checklists *Manage Continuous Process Improvement* *Resolve conflict in teams and hierarchies* *Rescue distressed projects*

Readers discover exciting opportunities and challenges in technology today with Schwalbe's *INFORMATION TECHNOLOGY PROJECT MANAGEMENT, 8E*. This unique book demonstrates principles distinctive to managing information technology (IT). No book offers more insights and tools for IT project management success, including updates that reflect the latest PMBOK Guide. This edition weaves theory with successful practices for an integrated focus on the concepts, tools, and techniques that are most effective today. This is the only text to apply all 10 project management knowledge areas to IT projects. Readers master skills in project integration, scope, time, cost, quality, human resource, communications, risk, procurement, and stakeholder management as well as all five process groups -- initiating, planning, executing, monitoring and controlling, and closing. Important Notice: Media content referenced within the product description or the product text may not be available in the ebook version.

An in-depth guide to each of the multiple approaches available for coding qualitative data. In total, 32 different approaches to coding are covered, ranging in complexity from beginner to advanced level and covering the full range of types of qualitative data from interview transcripts to field notes.

The fourth edition of *An Introduction to Project Management* includes changes based on the PMBOK Guide, Fifth Edition (2013). Other features: Includes a guide for using Microsoft Project 2010. Provides a special 60-day free trial of MatchWare's MindView Business software (www.matchware.com/intropm), an integrated tool to create mind maps, Gantt charts, and other project documents. Includes free online access to AtTask, a leading web-based project management tool, and a guide for using this powerful software for portfolio optimization. Includes features in each chapter providing real-world examples and references, including Opening Cases and Case Wrap-Ups, examples of What Went Right, What Went Wrong, Media Snapshots, Best Practices, and a new feature with Video Highlights related to project management. Appendix C, Resources, provides case studies

where students can apply various tools and techniques plus information on simulation software and project management certifications. Web site includes easy access to online quizzes, Jeopardy-like games, template files, Project 2010 files, links to sites mentioned in the text, and much more.

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This book presents a chronological approach to managing small, medium, and large projects, and is suitable for all majors, including business, engineering, healthcare, and more.

The purpose of this book is to shed light on the performance and personal competencies of information technology (IT) project managers in South Africa. Predictive models are built to determine what project managers consider the crucial competencies they should possess to deliver an IT project successfully. This investigation takes place in the context of poor IT project success rates globally and, in particular, in South Africa. This novel research seeks to extend the debate on project success beyond what constitutes success or failure, but seeks to find clarity in what IT project managers believe are the essential competencies in practice. This quantitative research gathered data by way of an online survey based on literature regarding the Project Management Competency Development Framework (PMCDF). The population consisted of IT project managers in South Africa. Four hundred and two respondents chose to share their insights. Through the use of descriptive and multivariate statistics, major competency factors were identified. These factors were used in structural equation modelling to build various validated predictive models. This book contributes to the current body of knowledge by uncovering the competencies that IT project managers consider themselves competent in. The structural equation models indicated predictors of perceived competence by IT project managers and where these perceived competencies differ from literature. Twelve managerial implications are highlighted in the final chapter that seek to draw the myriad threads together into a coherent summary. It is apparent that IT project managers do not consider the PMCDF important in its entirety, but instead choose to focus on certain competencies.

Written specifically for HR and Business students, Introduction to Employment Law is a clear and accessible guide to employment law and how it applies in practice. Covering everything from employment tribunals and discrimination to redundancy and termination of employment, this textbook doesn't assume any prior knowledge of the UK legal system and equips students with all the knowledge and skills that they need to take forward into the workplace. Fully revised with all the latest cases and legal developments, this new edition includes coverage of hot topics such as defining employment status in the gig economy, gender pay reporting, the General Data Protection Regulation (GDPR) and the legal implications to be considered with Britain's withdrawal from the European Union. Packed with pedagogical features to consolidate learning including chapter objectives, tasks, 'explore further' sections, key learning points and examples to work through, as well as a dedicated study skills chapter, Introduction to Employment Law is essential reading for all students studying the CIPD Level 5 Intermediate module in employment law as well as being a useful resource for those studying at level 3 and an accessible introduction for level 7 and those on undergraduate and postgraduate courses needing a thorough grounding in employment law. Online resources include lecture slides, case studies, multiple choice questions, annotated weblinks and an instructor's manual.

The latest book from Cengage Learning on Introduction to Project Management, International Edition

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