



take your project management
to the next level

5 valuable tips for gaining a competitive advantage in your project management

The foundation for the tips is a survey conducted among 315 companies around the world. The sponsor of the survey which was conducted between November 2009 and January 2010 is the business solution provider Maconomy. The companies identified the most prolific approaches to project management in the survey. Here is the list:

1. Develop integrated project processes

The survey reveals that many companies struggling with their project management have execution issues because their project management processes are not integrated throughout the organization. Better integration increases transparency and secures the quality in all projects. Additionally, it helps ensure that crucial project information is made available to the entire organization.

2. Get the right tools that can be used by everyone

By deploying the right project management tools the companies achieved better control and execution in the various project phases. Merely having the right tools is not enough, though. They must also be used by all affected employees. The best-performing companies in the survey were those that made most frequent use of project management tools.

3. Keep your stakeholders informed

The worst performers in the survey were the companies that did the worst job informing project stakeholders. This frequently coincided with the fact that many of them did not have a proper project management solution. When stakeholders need information, the opportunity to intervene proactively in the project is lost. Additionally, this makes it even more difficult for the company to identify at an early stage what may go wrong during a project.

4. Prepare for adversity

The survey showed a clear connection between poor-performing companies and companies that failed to plan how to manage any issues that might arise during the project. The absence of an action plan makes it more difficult to keep projects on the right track if problems occur. The best-performing companies were more likely to identify any obstacles in advance and minimize the risk of delays and other issues.

5. Involve all stakeholders

The survey also showed the importance of securing that all business units cooperate effectively. This makes it easier to identify any factors that may affect the project negatively or uncover any negative side effects of the project at an early stage. A project management tool helps secure effective communication between business units and increases the transparency as well as the crucial collaboration.

Source: Kvalitetstidsningen/Maconomy

5 tips for optimizing the time and skills of your employees

Companies looking for development and growth must make ideal use of their employees' time and skills. Otherwise profits may stagnate and the well-being of the employees may be jeopardized. However, this presupposes that management has a full overview of the workload of their employees and of the skills they can bring to a team or project. Here are five basic tips for managers looking to fully utilize the skills of their employees.

1. Make sure you have an overview of the workload for every employee. If you don't, you may end up with an unbalanced work distribution and you will be unable to maximize the number of billable hours.
2. You need to be aware of the workload of other teams and business units to be able to utilize them in peak periods and make full use of your own employees in regular periods.
3. Employee skills must be easily accessible to managers to allow them to strengthen their teams.
4. Before launching a new project, the project must be scheduled using accessible resources with the right skills.
5. Make sure you have the right tool to optimize your resource planning. Excel was not developed to manage the challenges mentioned above.



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