

Delivering Project Excellence

with the

Statement of Work

Second Edition

Michael G. Martin, PMP



MANAGEMENT CONCEPTS

Delivering Project Excellence With The Statement Of Work

Gregory T. Haugan PhD, PMP



Delivering Project Excellence With The Statement Of Work:

Delivering Project Excellence with the Statement of Work Michael G. Martin, 2010 Companies lose vast amounts of money every year on failed and mismanaged projects *Delivering Project Excellence with the Statement of Work* explains how to avoid the many pitfalls and deliver successful projects on time and within budget using a highly successful tool the Statement of Work SOW to establish the baseline develop pricing and measure changes and profitability This fully updated second edition which includes a new chapter on the use and application of the statement of objectives presents the latest techniques to help you and your team to ensure that your projects meet specified scope and quality and to control risks by clearly defining roles and responsibilities In addition to new advice on drafting a quality SOW and discussion of the legal considerations relating to the SOW author Michael Martin provides a wealth of new examples of SOWs and case studies from a variety of projects and business environments to give you the insight you need to deliver excellence on your project

How to Write a Statement of Work Peter S. Cole CPCM, Peter S. Cole, 2012-04 The standard on government statements of work just got better *How to Write a Statement of Work* has been a standard reference for government employees and contractors for many years Now with this sixth edition it is even more relevant and useful Based on the excellent foundation laid by the late Peter Cole Michael Martin has updated and added material to guarantee this handbook s place in the list of must haves for working with government contracts As in the earlier editions the emphasis is on providing practical detailed guidance on writing and preparing a description of government requirements whether a statement of work SOW a performance work statement PWS or a statement of objectives SOO Among the many additions to this sixth edition are updates to reflect the current definition of an SOO as well as references and guidance regarding the development and application of the SOO There is a new chapter on why change management is so important on projects legal precedents supporting change management and how to identify when a change occurs using the SOW This new chapter also includes information on the federal government s Standard Form 30 SF30 to provide perspective on how change orders are used and applied in the federal government If you are working in government contracting in any capacity you should have this book on hand

Integrated Cost and Schedule Control in Project Management Ursula Kuehn PMP, EVP, Ursula Kuehn, 2010-10 The Practical Precise and Proven Approach to Integrated Cost and Schedule Control This trusted project management resource now in its second edition includes expanded coverage of how integrated cost and schedule control works within the federal government With the renewed emphasis on transparency in government the processes detailed in this book are particularly relevant Building on the solid foundation of the first edition this updated second edition includes new material on Project planning in the federal government Integrated baseline reviews Federal requirements for an ANSI EIA 748 compliant earned value management system Federal requirements for performance reports Integrated Cost and Schedule Control in Project Management Second Edition continues to offer a practical approach that is accessible to project managers at all levels The

step by step presentation numerous case studies and instructive examples give practitioners relevant material they can put to use immediately

Guerrilla Project Management Kenneth T. Hanley M.Eng.,2010-12-01 A Fast Flexible Approach to Managing Any Project Right Here Right Now To manage effectively in today s complex project environment you need a framework of project management PM competencies processes and tools that can be put to use immediately and that flexes and scales to meet the needs of any project In *Guerrilla Project Management* Ken Hanley emphasizes key project management competencies including managing stakeholders effectively assessing risk accurately and getting agreement on the objective measures of project success Focusing on these and other competencies as well as effective PM processes and tools Hanley presents an alternative approach to project management that is light fast and flexible and adapts readily to the many changes every project manager faces Offering tips and techniques on topics ranging from communication and reporting practices to risk mitigation this practical book is organized to allow readers to work through all aspects of a project or quickly find answers to specific problems This is the go to guide for today s nimble project manager

Project Team Dynamics Lisa DiTullio,2010-09 Get to the Heart of Building Productive Project Teams Companies that embrace the power of collaboration realize that the best way to solve complex problems is to build cohesive teams made up of members with different skills and expertise Getting teams to work productively is at the heart of project management Developing the structure for teams to work dynamically at a high level of efficiency and effectiveness is at the heart of this book The author clearly outlines methods for creating and implementing a structure to deal with the inevitable difficulties that any team may encounter With examples drawn from contemporary project management she demonstrates the effectiveness of this straightforward approach and highlights the risks of not building a strong team culture The author offers simple and proven techniques for Launching a team Defining and clarifying the goals of the team Implementing and reinforcing appropriate team behaviors To help ensure the delivery of on time project objectives the author also gives practical advice aimed at ensuring productive team meetings encouraging information sharing and moving the team toward solutions in the face of challenges and conflict

Project Management Fundamentals Gregory T. Haugan PhD, PMP,2010-10 Build on the Right Fundamentals for Project Management Success To achieve success in any endeavor you need to understand the fundamental aspects of that endeavor To achieve success in project management you should start with *Project Management Fundamentals* Key Concepts and Methodology Second Edition This completely revised edition offers new project managers a solid foundation in the basics of the discipline Using a step by step approach and conventional project management PM terminology *Project Management Fundamentals* is a commonsense guide that focuses on how essential PM methods tools and techniques can be put into practice immediately New material in this second edition includes A thorough discussion of agile project management and its use in real life situations Detailed explanations of the unique factors involved in managing service projects An enhanced appendix on management maturity models A new appendix on project communications and

social networking Expanded coverage of the triple constraints in PM going beyond scope schedule and cost to include quality resources and risks As a refresher for the experienced project manager or as a comprehensive introductory guide for the new practitioner *Project Management Fundamentals Key Concepts and Methodology Second Edition* is the go to resource that delivers *The 77 Deadly Sins of Project Management* Management Concepts Press,2009-07 Combat the Deadly Sins of Project Management Project management is a tough business Not only must project managers contend with schedules budgets and a host of stakeholder demands but they must also deal with sometimes vexing human behaviors such as whining indecision opposition inflexibility complacency and tunnel vision to name a few Projects can be negatively impacted by common sins that hinder stall or throw the project off track In *The 77 Deadly Sins of Project Management* the contributors focus on each deadly sin and probe its manifestations and consequences for projects By sharing their personal experiences as well as some historical events the contributors spotlight the effects and costs both financial and human of failing to get a handle on these sins and reign them in Through anecdotes and case studies *The 77 Deadly Sins of Project Management* will help you better understand how to execute the myriad aspects of today s projects Identify danger signs and solutions for each sin Learn proven methods for tackling project mishaps Gain practical and hands on information from seasoned professionals Keep a variety of sins from derailing your project **BONUS** Each book comes with a 77 Deadly Sins of Project Management poster **Field Guide to Project Management** David I. Cleland,2004-07-29 Publisher Description **American Book Publishing Record** ,2003 **Books In Print 2004-2005** Ed Bowker Staff,Staff Bowker, Ed,2004 *People Management* ,2009 [The Government Manager's Guide to The Statement of Work](#) Michael G. Martin PMP,2013-12-01 This volume offers practical guidance on writing and preparing a description of government requirements whether the document used is a statement of work SOW a performance work statement PWS or a statement of objectives SOO This description specifies exactly what good and services are being purchased including their quality requirements quantity and schedule for delivery and also defines the relationship between the government and the contractor From an overview of the elements that make a good SOW to the methods for changing an SOW to meet new conditions this is a hands on resource for every government manager who is involved with contracts **Touchstones of Online Program Excellence** Timothy Leon Taylor,2006 **Planning** ,2009 [Subject Guide to Books in Print](#) ,1991 **How to Write a Statement of Work** Peter S. Cole CPCM,Michael G. Martin PMP,2012-04-01 The standard on government statements of work just got better *How to Write a Statement of Work* has been a standard reference for government employees and contractors for many years Now with this sixth edition it is even more relevant and useful Based on the excellent foundation laid by the late Peter Cole Michael Martin has updated and added material to guarantee this handbook s place in the list of must haves for working with government contracts As in the earlier editions the emphasis is on providing practical detailed guidance on writing and preparing a description of government requirements whether a statement of work SOW a performance work statement PWS or a

statement of objectives SOO Among the many additions to this sixth edition are updates to reflect the current definition of an SOO as well as references and guidance regarding the development and application of the SOO There is a new chapter on why change management is so important on projects legal precedents supporting change management and how to identify when a change occurs using the SOW This new chapter also includes information on the federal government s Standard Form 30 SF30 to provide perspective on how change orders are used and applied in the federal government If you are working in government contracting in any capacity you should have this book on hand *Journal of Instruction Delivery Systems* ,1998 **Who Gets Grants/who Gives Grants** Ruth Kovacs,Daniel Hodges,1993 *Books in Print Supplement* ,2002 **The Government Manager's Guide to The Statement of Work** Michael G. Martin PMP,2013-12 This volume offers practical guidance on writing and preparing a description of government requirements whether the document used is a statement of work SOW a performance work statement PWS or a statement of objectives SOO This description specifies exactly what good and services are being purchased including their quality requirements quantity and schedule for delivery and also defines the relationship between the government and the contractor From an overview of the elements that make a good SOW to the methods for changing an SOW to meet new conditions this is a hands on resource for every government manager who is involved with contracts

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Table of Contents Delivering Project Excellence With The Statement Of Work

1. Understanding the eBook Delivering Project Excellence With The Statement Of Work
 - The Rise of Digital Reading Delivering Project Excellence With The Statement Of Work
 - Advantages of eBooks Over Traditional Books
2. Identifying Delivering Project Excellence With The Statement Of Work
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Delivering Project Excellence With The Statement Of Work
 - User-Friendly Interface
4. Exploring eBook Recommendations from Delivering Project Excellence With The Statement Of Work
 - Personalized Recommendations
 - Delivering Project Excellence With The Statement Of Work User Reviews and Ratings
 - Delivering Project Excellence With The Statement Of Work and Bestseller Lists

5. Accessing Delivering Project Excellence With The Statement Of Work Free and Paid eBooks
 - Delivering Project Excellence With The Statement Of Work Public Domain eBooks
 - Delivering Project Excellence With The Statement Of Work eBook Subscription Services
 - Delivering Project Excellence With The Statement Of Work Budget-Friendly Options
6. Navigating Delivering Project Excellence With The Statement Of Work eBook Formats
 - ePub, PDF, MOBI, and More
 - Delivering Project Excellence With The Statement Of Work Compatibility with Devices
 - Delivering Project Excellence With The Statement Of Work Enhanced eBook Features
7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Delivering Project Excellence With The Statement Of Work
 - Highlighting and Note-Taking Delivering Project Excellence With The Statement Of Work
 - Interactive Elements Delivering Project Excellence With The Statement Of Work
8. Staying Engaged with Delivering Project Excellence With The Statement Of Work
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Delivering Project Excellence With The Statement Of Work
9. Balancing eBooks and Physical Books Delivering Project Excellence With The Statement Of Work
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Delivering Project Excellence With The Statement Of Work
10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
11. Cultivating a Reading Routine Delivering Project Excellence With The Statement Of Work
 - Setting Reading Goals Delivering Project Excellence With The Statement Of Work
 - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Delivering Project Excellence With The Statement Of Work
 - Fact-Checking eBook Content of Delivering Project Excellence With The Statement Of Work
 - Distinguishing Credible Sources
13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
- Exploring Educational eBooks

14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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