

International Sail Training Conference TOULON - 2011

- Project Planning-How to deliver a project on time & to budget
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Tall Ships 2012 –Host Ports

St Malo, Lisbon, A Coruna, Cadiz, Dublin

How can I get this done ?



Project Management Process

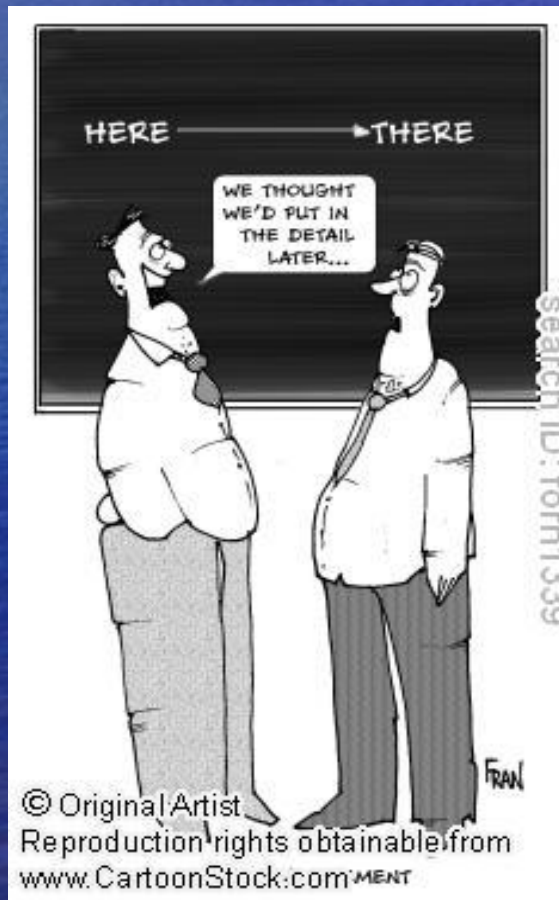
1. Agree precise specification of the project
2. Plan the Project
3. Communicate the plan to the project team
4. Agree and delegate project actions
5. Manage and motivate
6. Check, Measure, Review project progress
7. Complete Project
8. Project follow-up



Project Planning

pensamos que íbamos a poner en el detalle más adelante

myśleliśmy, że umieszczon e w dalszej części



Nous avons pense mettre dans le detail plus tard

Wir dachten, wir würden im Detail später setzen



7 Advantages of Project Planning

1. Course of action
2. Time required
3. Expenses involved
4. Emergencies
5. What is to be done daily, weekly, monthly
6. Reduces duplication of labour
7. Identification of roles and responsibilities



How to manage the Plan and the Management Process ?

Benefits of using a Project Management Tool

1. Finish the project on time
2. Continuous, uninterrupted work flow with no delays
3. Cost Control
4. Reduce amount of rework, fewer changes
5. Timely reports to management of project status
6. Critical path identified
7. Stability of people-defined responsibility and authority
8. Integration of work to ensure quality project
9. You run the project instead of the project running you.





Advantages -

1. Everyone is clear on what the milestones are and when.
2. Everyone is aware of the dependencies and what other work is happening when.
3. Able to clearly track progress
4. Unlikely to miss something major by having a plan.



Disadvantages

1. Too much time spent playing with MS Project.
2. Too long a plan takes too much time to update
3. Possibly reduces flexibility
4. Focus on the detail of the plan and lose sight of big picture.



Project Management Tool can help with:-

- Time Management
- Organisation
- Prioritising
- Bringing in a project on time and to budget.

