biggest project management mistakes

How to avoid them and deliver projects on time, in full and on budget.
Reasons for staying awake

• 3 Common problems
• 6 Reasons why projects fail (and what to do instead.)
• 5 practical steps to perfect projects
3 Problems that affect most projects
Common problems

Failure in content
Common problems

Go over budget
Common problems

Don’t come in on time
6 reasons why projects fail & what to do instead
Mistakes during execution

• Working to due dates
  – Did you hand your essays in on time?

  – This ruins most product launches
Mistakes during execution

• Bad multi-tasking-break this rule for success
  – Something every man needs to know about housework
  – About your road...
Shortcuts to avoid multi-tasking & due date problems

- #1: No due dates
- #2: Choke release
- #3: Freeze
- #4: Accelerate
Biggest mistakes during planning

• Why planning goes wrong
  – Too low level
    • Plumbers know how to fit a sink
    • Here’s an example of a deliverable...
  – No understanding of dependencies
    • Decorate a room, can decorate without taking the furniture out you will make a mess or take more time.
Biggest mistakes during planning

Why planning goes wrong
• Missing deliverables
  – Why I shouldn’t go to M&S
  – The fastest way to stop a project
Biggest mistakes during planning

• Why planning goes wrong
• Why nothing gets delivered-too many open projects
  – More is NOT better
  – Humans do the strangest things
Secrets of planning

• **Create** better networks
  – Check for necessity
  – Check for sufficiency
• **Create** a list
• **Create** a priority rule
• **Create** templates
Something every manager needs to know

• Asking the wrong question
Mistakes in management

• Asking the wrong questions
• Using the wrong measures
  – Typically
    • measures percent complete
    • Task due performance
    • Burn rate

Will make things worse
Solutions for management

• Ask a simple question
  – What’s your remaining duration?
5 practical steps to perfect projects
5 practical steps to perfect projects

1. Assign tasks without due dates
5 practical steps to perfect projects

2. Restrict the number of open projects
5 practical steps to perfect projects

3. Limit the release of work
   • First three give more time to plan
5 practical steps to perfect projects

4. Take more time to plan
5 practical steps to perfect projects

5. Check remaining duration
5 practical steps to perfect projects

1. Assign tasks without due dates
2. Restrict the number of open projects
3. Limit the release of work
   • First three give more time to plan
4. Take more time to plan
5. Check remaining duration