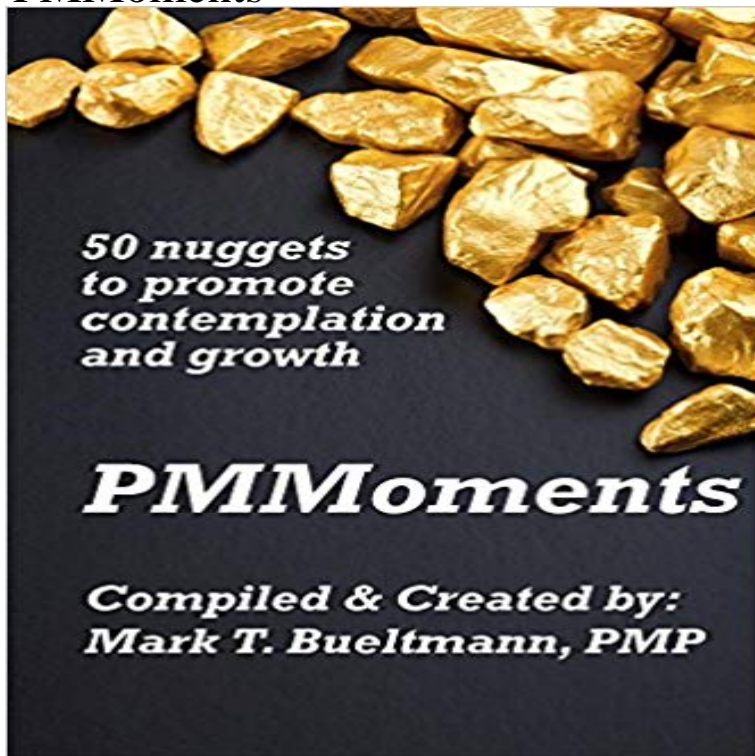


## PMMoments



A primer on effective and efficient project management for casual managers of family events as well as formal certified Project Managers engaged in multimillion-dollar projects. All manner of projects, whether ski trip, anniversary party, local florist renovation or new automobile production line, can benefit from the PMMoments (nuggets) contained inside. PMMoments were compiled and created by Mark T. Buelmann, a diverse project manager who brings his engineering, legal and business insights into the world of Project Management. Enjoy the journey, and through the use of these PMMoments, work toward reducing the greatest risk to all projects the dreaded unknown unknown. PMMoments contains 50 PMMoments categorized by the 10 PMBOK Project Management Knowledge Areas. A section is devoted to each Knowledge Area. The section contents are as follows: A brief description of the Knowledge Area describing in general terms how this area applies to the overall project management picture. The unique challenges associated with this Knowledge Area. Awareness of these areas will assist with knowing where to focus in pursuit of success. The skills necessary to be successful in excelling in this Knowledge Area. For individuals who may not realize they are project managers (students or family members, for instance), some key insights on how to apply these PMMoments to your projects are provided. Following are specific PMMoments, mitigation strategies and specific examples related to types of projects. These are organized as follows: The applicable Knowledge Area is listed at the top of the page. The brief project management nugget, the PMMoment, is provided for contemplation and growth. The rationale, background or perspective for the PMMoment follows. Next, the specific Mitigator is introduced. The Mitigator

identifies potential steps that can be taken to reduce ill effects or improve efficiency related to the PMMoment. To assist with implementation of the PMMoment into your project, examples are provided of small, medium and large projects. First is an example from a formal project generally run by a certified Project Manager. Second is a medium-sized project, generally referring to work conducted by the manager of a small business, someone who may not formally hold a manager title. Third is the informal group activity managed by an individual who probably does not realize he or she is engaging in project management. No project, though, is too small to learn from the nuggets of this book. In conclusion, a final thought is provided for perspective. As you read PMMoments remember that PMMoments apply to projects big or small. Project management is not something done only by corporations. The mitigation strategy for each nugget can be as extensive or as simplistic as you, the project manager, feel appropriate for the task. Generally, larger projects require larger mitigation plans with more complex deliverables. With that, let our journey begin!

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