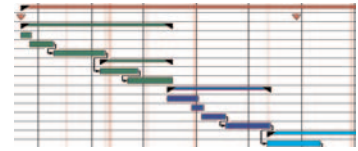


Professional Project Planning & Tracking



Succeeding with your Project

Your team is spread thin with daily activities, but completing the project is important for the business.

To succeed you know you need to be certain:

... of an up-to-date plan of activities, owners, timelines, and dependencies. (**Planning**)

... key project people have a common understanding of the goals throughout each phase. (**Coordination**)

... affected parties are kept apprised. (**Communication**)

... the project deliverables are meeting quality requirements. (**Quality Management**)

... the project risks are managed. (**Risk Management**)

You need to be focused in ensuring the project is successful, not buried in the weekly administrative efforts necessary to keep your project under control.

Solving the Project Manager's Dilemma

The Project Manager is expected to be creative while at the same time ensure the tedious, monotonous, yet critical tasks are completed each week. These are two specific mindsets characteristically at odds with one another. Expecting a sole individual to undertake and be highly successful with both skill sets simultaneously can render the outcome with less than desirable results. Because of this we recommend PPP&T.

Professional Project Planning & Tracking (PPP&T)

PPP&T is a business unit of People Development Resources (PDR), providing a service which is designed to separate the tedious, repetitive job of updating the plan from the creative job of management.

What is Offered

PPP&T provides focused expertise in:

- Delivering the appropriate level of project planning.
- Delivering motivating and focused meeting facilitation.
- Balancing the project plan with appropriate communications.
- Ensuring planned quality management.
- Optionally facilitating conscious risk management decisions.

Streamline Your Projects NOW

Whether your project has already begun or will start soon, let PPP&T streamline the administration of your project tracking and leave your project manager and supporting management free to THINK and ACT on addressing the challenges of your business. Successful projects *'live from the plan'*.

At Fees you can Afford

Let us do the skilled yet repetitive work at lower rates so you can get higher value out of your project manager and more out of your project. For further information please contact :

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A service of People Development Resources.

