



A NEW GLOBAL STANDARD IN PROJECT MANAGEMENT

Background

Projects are part of everyday life. Without projects there is no change, without change there is no progress. Globally projects are managed using methodologies like PRINCE2®, PMP® or IPMA®. PRINCE2 focusses on creating and maintaining a controlled environment. PMP focusses on learning techniques and IPMA focusses on interpersonal skills. These methodologies overlap each other causing potential problems and miscommunication. So we set out to answer the question: can we create a methodology that takes the best of all and make it even better, more durable, and more comprehensive? The answer is yes we can and it is called TAG-PM, a new global standard in project management.

TAG-PM

TAG-PM consists of a set of core principles, a very strong and tailorable process model called the TAG-PM Trigger Map, and 13 knowledge areas. It is the most durable, complete and tailorable project management methodology in the world, based on 20th century ideas and 21st century technologies and ways of communication. TAG-PM is a way of thinking that does not stop at the project level. Our Trigger Map can be used on all levels in the organisation ensuring that everyone works according to the same principles, reducing miscommunication and increasing effectiveness and profitability.

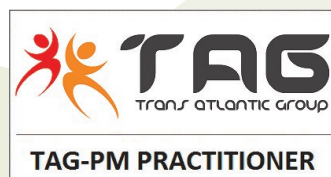
The core of the TAG-PM methodology are the six progress groups. These are linked together using the TAG-PM Trigger Map. The knowledge areas are used in one or more of the process groups and different phases of the project. The strength of the knowledge areas is in the way they can be tailored to any kind of project in any kind of environment.

Process Groups

- ⇒ Preparing the project
- ⇒ Setting up the project environment
- ⇒ Steering the project
- ⇒ Controlling a management phase
- ⇒ Managing product creation
- ⇒ Handing over the project

Knowledge areas

- ⇒ Interpersonal skills management
- ⇒ Communications management
- ⇒ Human resource management
- ⇒ Financial management
- ⇒ Scope Management
- ⇒ Time Management
- ⇒ Quality Management
- ⇒ Risk Management
- ⇒ Configuration Management
- ⇒ Change Management
- ⇒ Constraints Management
- ⇒ Procurement Management
- ⇒ Monitoring and Control



Trans-Atlantic Consulting Group BV
Carl Muckstraat 26, 7558 EP Hengelo ov,
Tel: +31-10-3400855
www.tag-pm.com, pkrischel@tag-pm.com

Interpersonal skills Management

- Leadership styles
- Engagement and motivation
- Self control
- Assertiveness
- Relaxation
- Openness
- Creativity
- Results orientation
- Efficiency
- Consultation
- Negotiation
- Conflict and crisis
- Reliability
- Values appreciation
- Ethics

Communications Management

- The art of networking
- Working with stakeholders
- Understanding the organisational culture
- Working in international environments
- Building and maintaining your network using online social media tools
- Using social media tools in your project
- Plan communications
- Distribute information
- Stakeholder notifications
- Managing stakeholder expectations
- Stakeholder Management Strategy
- Using interpersonal skills
- Using management skills

Human Resource Management

- Purpose of Human Resource Management
- Develop an HR Strategy
- Develop an HR Plan
- Develop an HR register
- Creating a RACI Matrix
- Acquire a project team
- Develop a project team
- Manage a project team - team performance assessments
- The project management team
- What should a successful project management team have
- Organizational structures
- Project versus operational work
- Defining roles and responsibilities
- The 3 project interests
- The TAG PM project management team structure
- The TAG PM project management team roles defined
- What qualities should steering board members have
- The size of the steering board
- Using committees to support the steering board
- Dealing with changes to the project management team
- Balancing the project and project members needs
- Dealing with part-time team members
- Managing projects in strong functional environments
- The use of a Project Management Office
- Building a career in project management

Financial Management

- Estimating costs
- Using information from previous projects
- Analogous and parametric estimating
- Bottom-up estimating
- Top-down estimating
- Three-point estimating
- Using contingency allowances
- Using estimation software
- Vendor Bid Analysis
- Determine the budget
- Cost Performance Baseline
- Control costs
- Earned Value Management
- Forecasting
- To-complete performance index (TCPI)
- Performance reviews
- Variance analysis
- Managing your cashflow
- Using project management software

Scope Management

- Collect requirements
- Interviews
- Focus groups
- Facilitated workshops
- Group creativity techniques
- Group decision making techniques
- Questionnaires and surveys
- Observations
- Prototypes
- Define and control scope
- Requirements Management Strategy
- Requirements Tracibility Matrix
- Project Scope Statement



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Time Management

- Different levels of plan and how they interact
- The planning process
- Creating a Product Mind Map
- Creating a Product Flow Diagram
- Creating a Work Breakdown Structure
- Defining activities to create the products
- Estimating how long it will take to carry out the activities
- Creating a Planning Network Diagram (PERT)
- Optimizing resource usage and creating a Gantt Chart
- Estimating overall costs and determining the required plan budget
- Using estimation techniques
- Calculating overall risks

Quality Management

- Purpose of Quality Management - continuous improvement
- Different quality management approaches
- Quality defined using the TAG PM process model
- Difference between Quality Assurance and Project Assurance
- Using a quality cost-benefit analysis
- Cost of quality calculation
- Benchmarking
- Brainstorming
- Reducing variations
- The Product Specification

Quality Management

- Developing the Quality Management Strategy
- Quality Management Strategy
- Quality Register
- Quality reviews
- Purpose of Quality Review
- Roles that can be involved in a quality review
- The ISO approach
- The CMMi approach - Understanding maturity levels
- The Six Sigma approach - Roles and DMAIC
- Side benefits of quality reviews

Risk Management

- Purpose of Risk Management
- What is a risk
- Risks in a larger context
- Risk management principles
- Risk Management Strategy
- Contents of the Risk Register
- The risk management procedure
- Risk identification techniques
- Expressing risks
- Risk estimation techniques
- Risk evaluation techniques
- Threat and opportunity responses
- Defining and using a risk budget

Configuration Management

- Developing the Configuration Management Strategy
- Configuration Management Strategy
- Considerations for developing the configuration management database
- Configuration item records

Change Management

- Purpose of managing changes
- Dealing with change requests
- Prioritizing Request For Changes
- Change Management Strategy
- Request For Change Register

Constraints Management

- Key assumptions Theory of Constraints (TOC)
- The 5 focussing steps
- The TOC thinking process
- What are constraints
- The use of buffers
- Plant types
- Applying TOC in projects

Procurement Management

- Procurement Management Strategy
- Plan procurements
- Conduct procurements
- Administer procurements
- Close procurements

Monitoring and Control

- Purpose of monitoring and control
- Steering board and project manager control points and documents
- Gaining control using Management by Exception
- Management versus technical phases
- The number and length of phases
- Use of phases in PRINCE2 and PMP



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