

FIGURES	ix
FOREWORD	xi
ACKNOWLEDGMENTS	xv
INTRODUCTION	xvii
CHAPTER 1—HOW TO CONSTRUCT A ONE-PAGE PROJECT MANAGER	1
CHAPTER 2—READ THIS IF YOU ARE THE CIO	27
CHAPTER 3—YOUR PROJECT TEAM: WHO TO PICK, HOW TO MIX-AND-MATCH	37
CHAPTER 4—THE ONE-PAGE PROJECT MANAGER FOR THE PROJECT OFFICE	49
CHAPTER 5—RECOGNITION@WORK: LAUNCHING A NEW INTERNET BUSINESS	67
CHAPTER 6—MANAGING AN ENTERPRISE RESOURCE PLANNING PROJECT	81
CHAPTER 7—MANAGING CONSULTANTS	99

CHAPTER 8—ISO 9000: GETTING CERTIFIED	109
CHAPTER 9—CUSTOMIZING THE ONE-PAGE PROJECT MANAGER	119
INDEX	125
ABOUT THE AUTHOR	137

Figure 1.1	Five Essential Elements of Every Project	7
Figure 1.2	Standard Template	9
Figure 1.3	The 12 Construction Steps—Step 1	10
Figure 1.4	The 12 Construction Steps—Step 2	11
Figure 1.5	The 12 Construction Steps—Step 3	12
Figure 1.6	The 12 Construction Steps—Step 4	14
Figure 1.7	The 12 Construction Steps—Step 5	15
Figure 1.8	The 12 Construction Steps—Step 6	16
Figure 1.9	The 12 Construction Steps—Step 7	17
Figure 1.10	The 12 Construction Steps—Step 8	19
Figure 1.11	The 12 Construction Steps—Step 9	20
Figure 1.12	The 12 Construction Steps—Step 10	21
Figure 1.13	The 12 Construction Steps—Step 11	22
Figure 1.14	The 12 Construction Steps—Step 12	23
Figure 1.15	The November ADC Report	25
Figure 3.1	Project Thinkers	38
Figure 4.1	Project Office Template	60
Figure 4.2	Mount Olympus Company Project Office Report	61
Figure 5.1	The January Recognition@work Report	70
Figure 6.1	The May Cornerstone Report	84
Figure 7.1	The Phase One Consulting Report	101
Figure 7.2	The Phase Two Consulting Report	102
Figure 8.1	The September ISO 9000 Report	113

