



Project Management JumpStart (TM)

Kim Heldman



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Project Management JumpStart (TM) Kim Heldman **Prepare for a Project Management Career--Fast!**

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- Understanding the skills of a successful project manager
- Creating project schedules and budgets
- Winning the support of department managers
- Monitoring project progress and taking corrective action
- Communicating and negotiating effectively
- Motivating the people on whom the project depends
- Documenting the project clearly and professionally

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