

**Advanced Project Management
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Session 6 – October 7th (Monday)

Interpersonal Dynamics and Leading with Intensive Communications

Reading Topics – Discussion

- Leading with Intensive Communication – p. 1 – 7
- Managing Change in Keeping the Project Team Informed – p. 8 – 9
- Presentations: “General’s Brief” and the “Elevator Speech” – p. 10 – 11
- Different Communications Mediums – p. 12 – 14
- Presentations as Communications – WIIFM? – p. 15 – 30
- Meetings – p. 31 – 35
- Status Report Guidelines – p. 36 – 39
- Electronic Mail (E-Mail): Features and Guidelines – p. 40 – 41
- Lessons Learned in Communications – p. 42 – 43
- The PASS – Project Alignment & Solutions Session – p. 44
- Project Management Requirements in a Changing Market (Workshop paper)*
- Is Project Management Certification Worth It? (A research note by others)*

Cases – Group Discussion

Synopsis and Learning Objectives of the Cases (Session 6 Cases PowerPoint)

- “Communication Strategies ... The LA Metro” – p. 189 - 198
- “Communication Constraints: Schedule Baseline & Recovery Measures ...” p. 467 – 477
- “Can We Talk?: Communications Management for the Waste... Plant, ...” – p. 479 – 491
- “Communicating Risk Management in Municipal Government Projects:...” – p. 85 – 98

Session Maturity Points:

- Provide executives with project sponsor information, not project management information.
- Cultivate effective communication, cooperation, and trust to achieve rapid project management maturity.
- Share recognition for project success with the entire project team and line management.
- Eliminate non-productive meetings.
- Use project management software as a tool – not as a substitute for interpersonal skills.