



micro.P3.express

minimalist project management system for micro-projects

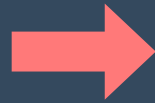


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① High-level overview

② Full review

③ NUPP

④ Tailoring

⑤ Context

⑥ Certification

Mega-Projects

Small, Medium, and Large Projects

Micro-Projects

Approximately 1 to 7 people
Done in organizations of any size

P3.express

micro.P3.express

Mega-Projects

Small, Medium, and Large Projects

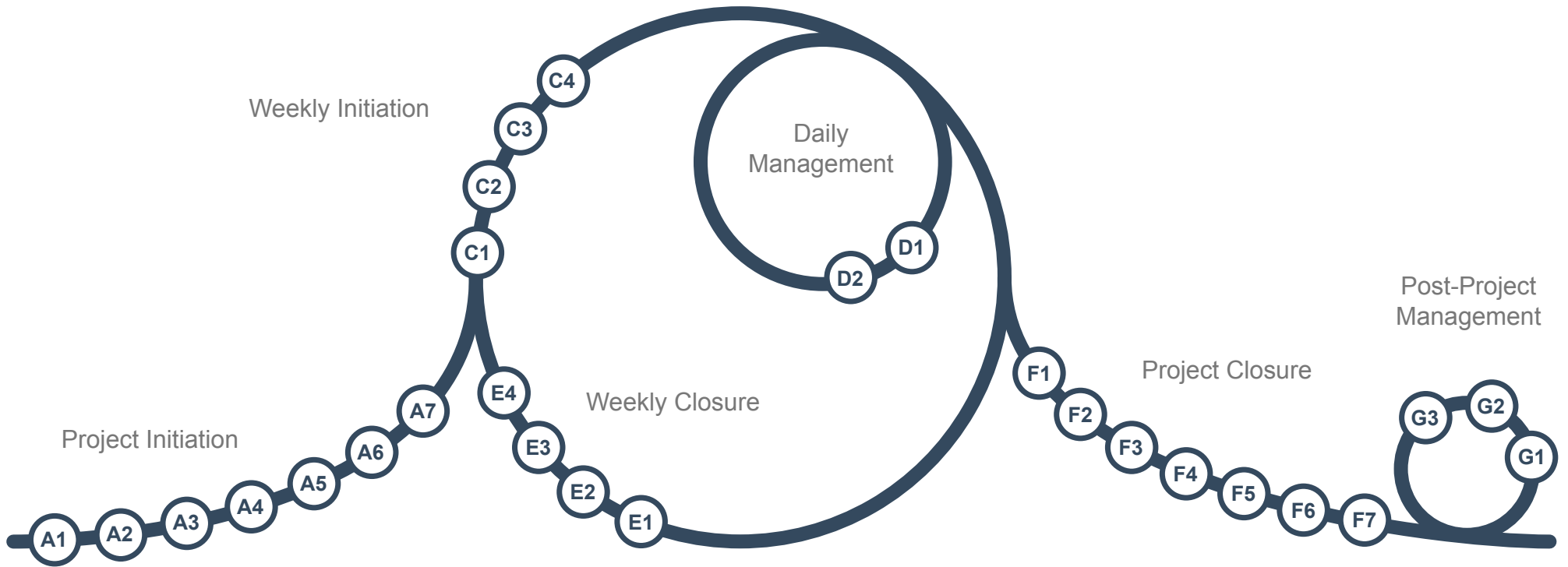
Micro-Projects

Approximately 1 to 7 people
Done in organizations of any size

P3.express

micro.P3.express

Open, minimalist
project management systems



Weekly Initiation

Daily Management

Post-Project Management

Project Initiation

Weekly Closure

Project Closure

A1

A2

A3

A4

A5

A6

A7

C1

C2

C3

C4

D2

D1

E3

E2

E1

E4

F1

F2

F3

F4

F5

F6

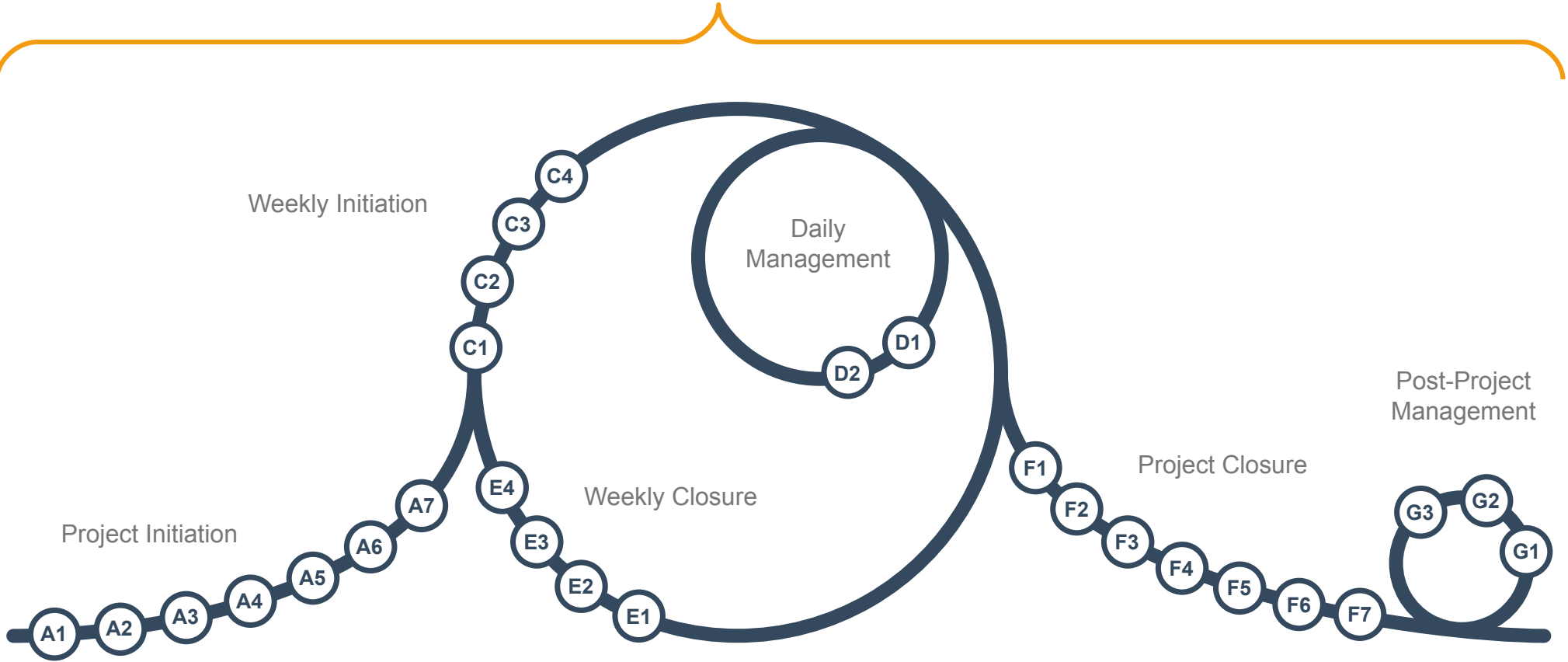
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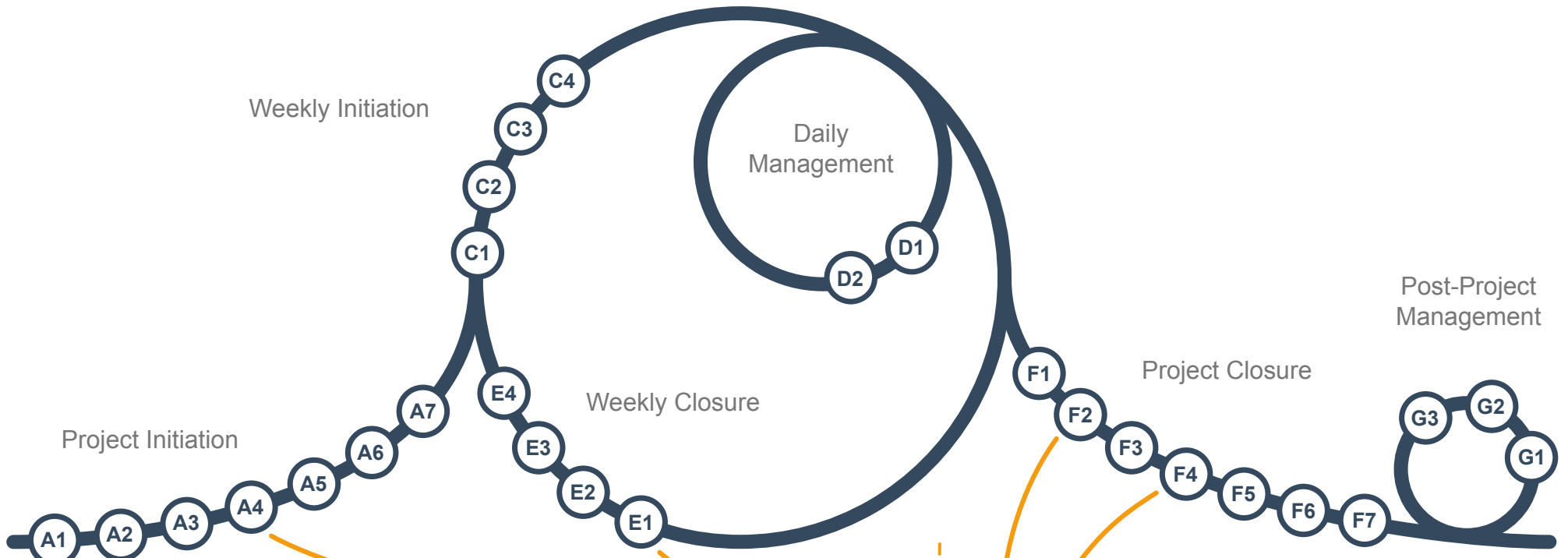
G3

G2

G1

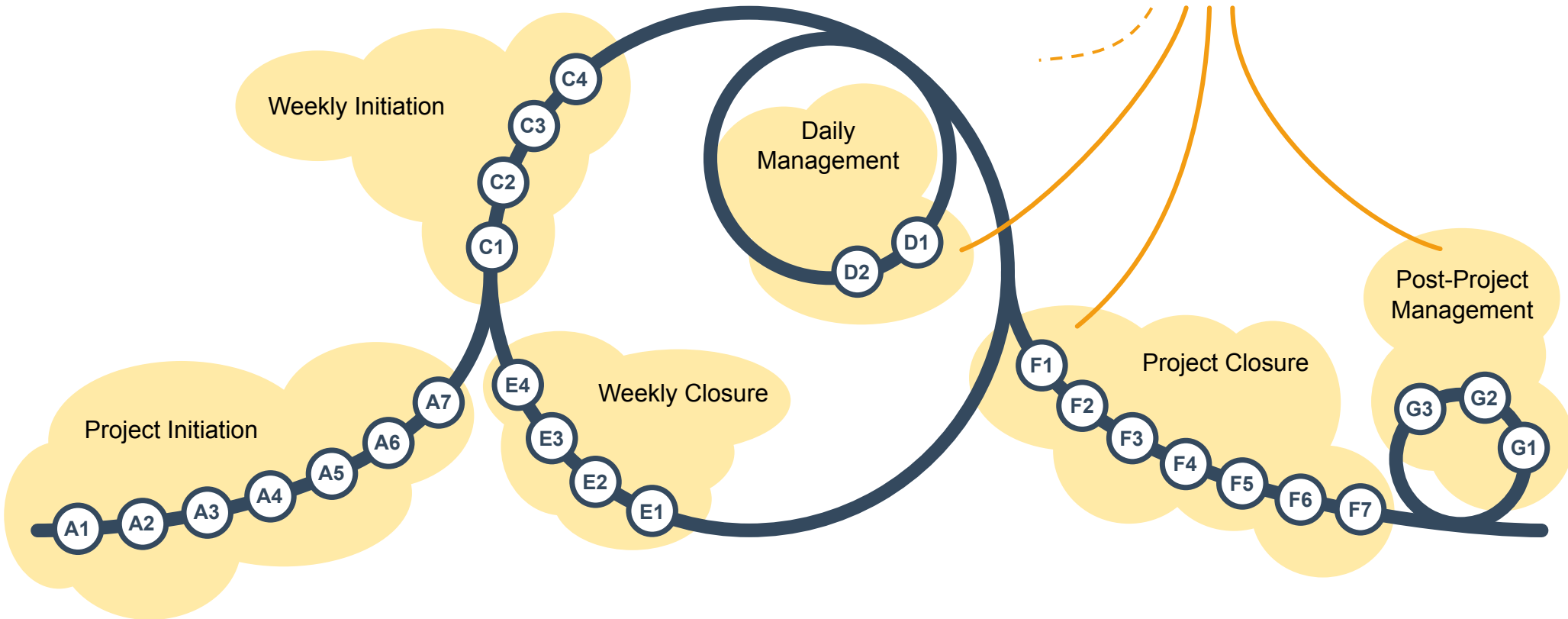
The Process

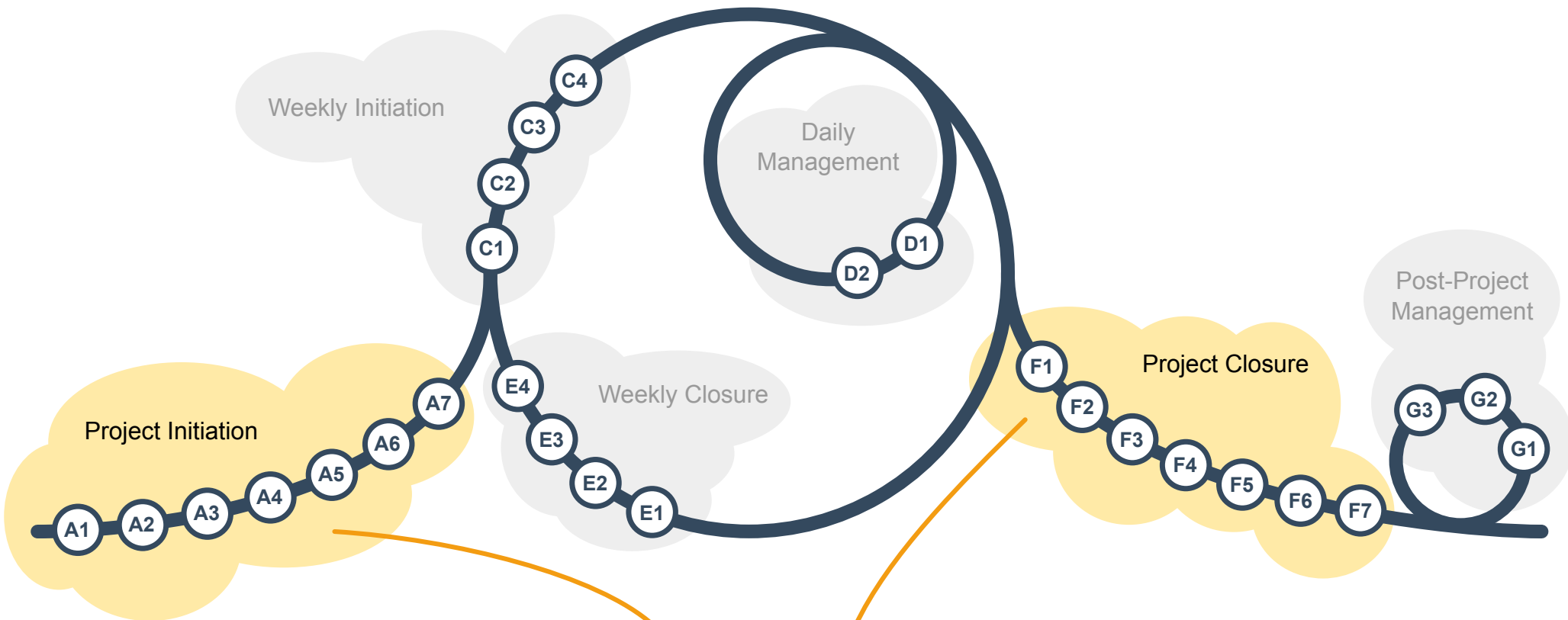




27 Management Activities

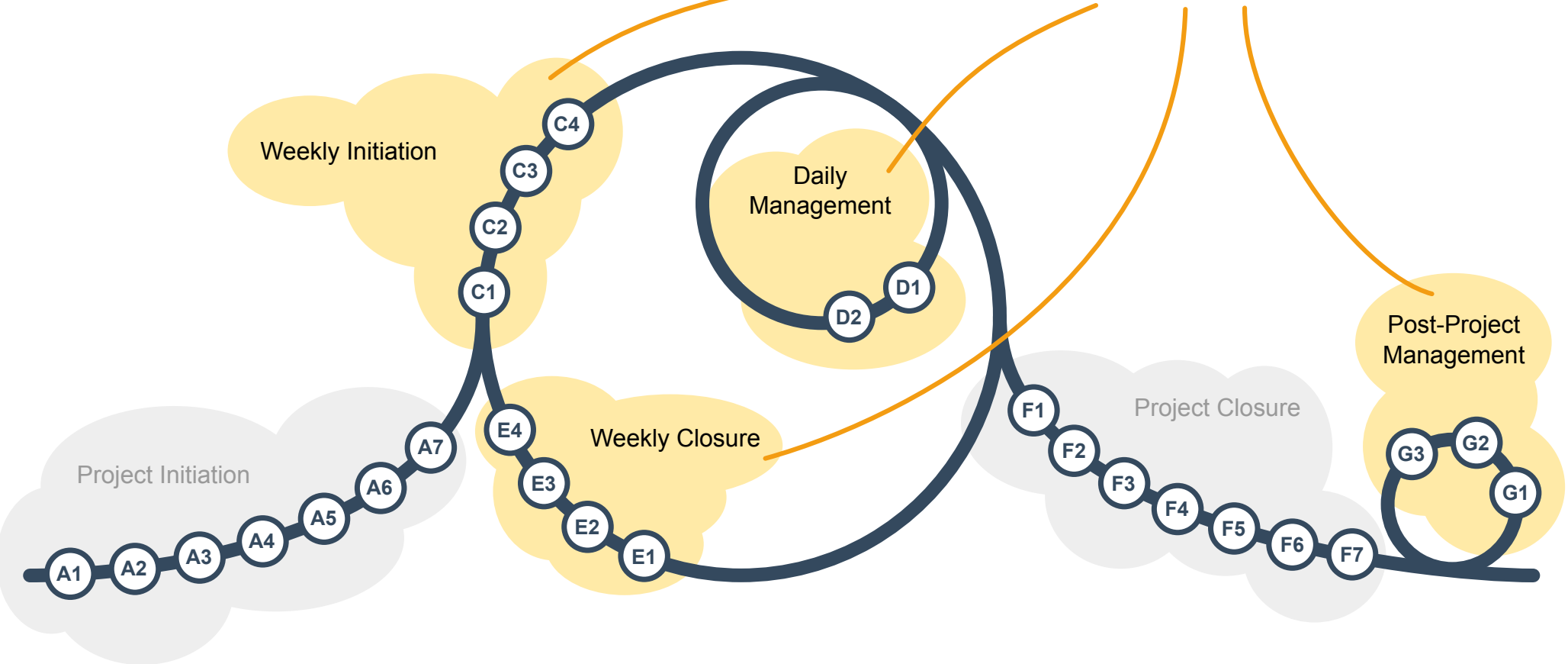
6 Activity Groups





2 Linear Activity Groups

4 Cyclic Activity Groups



Weekly Initiation

Daily Management

Weekly Closure

Project Closure

Post-Project Management

Project Initiation

A1

A2

A3

A4

A5

A6

A7

C1

C2

C3

C4

D2

D1

E1

E2

E3

E4

F1

F2

F3

F4

F5

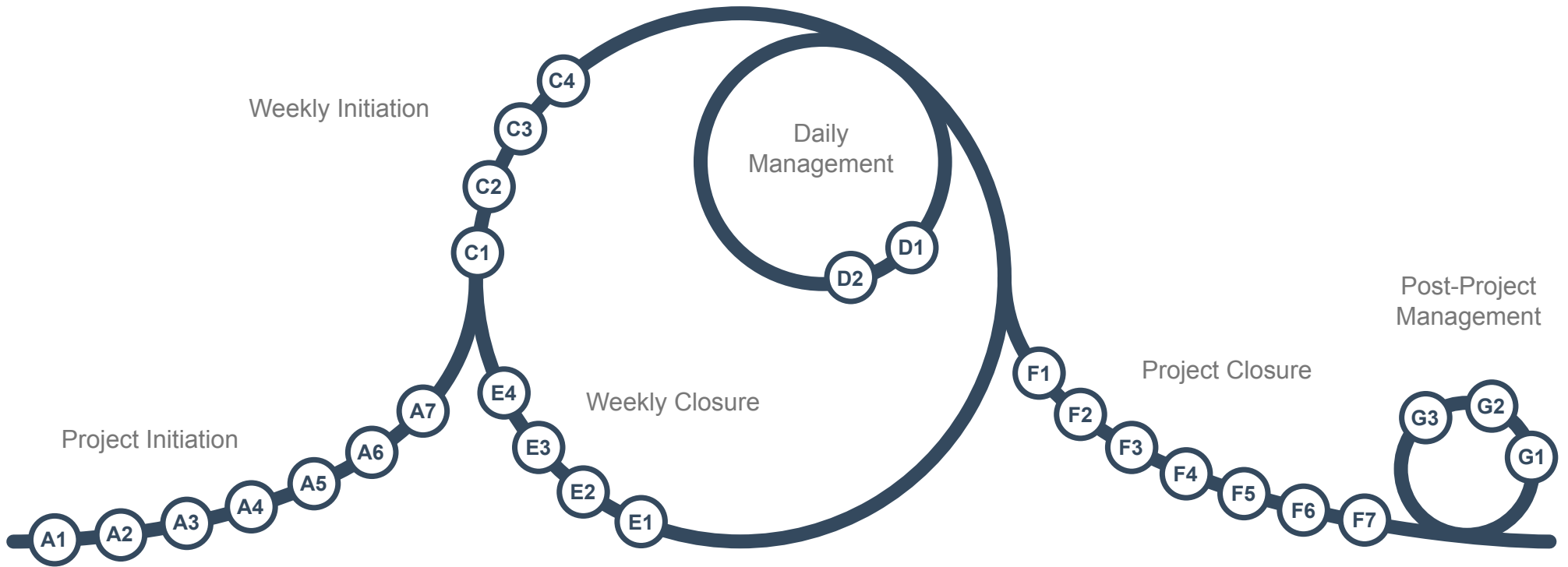
F6

F7

G3

G2

G1



Project Initiation

Weekly Initiation

Daily Management

Weekly Closure

Project Closure

Post-Project Management

A1

A2

A3

A4

A5

A6

A7

C1

C2

C3

C4

D2

D1

E1

E2

E3

E4

F1

F2

F3

F4

F5

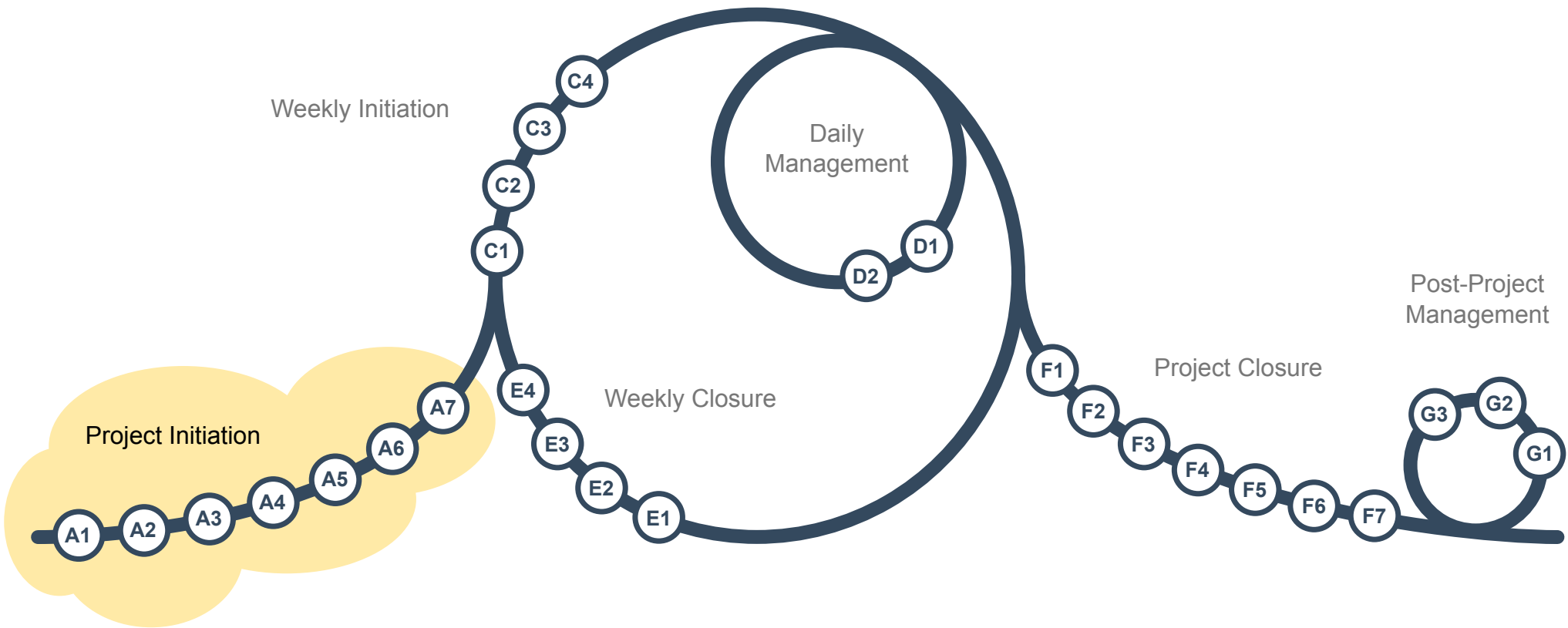
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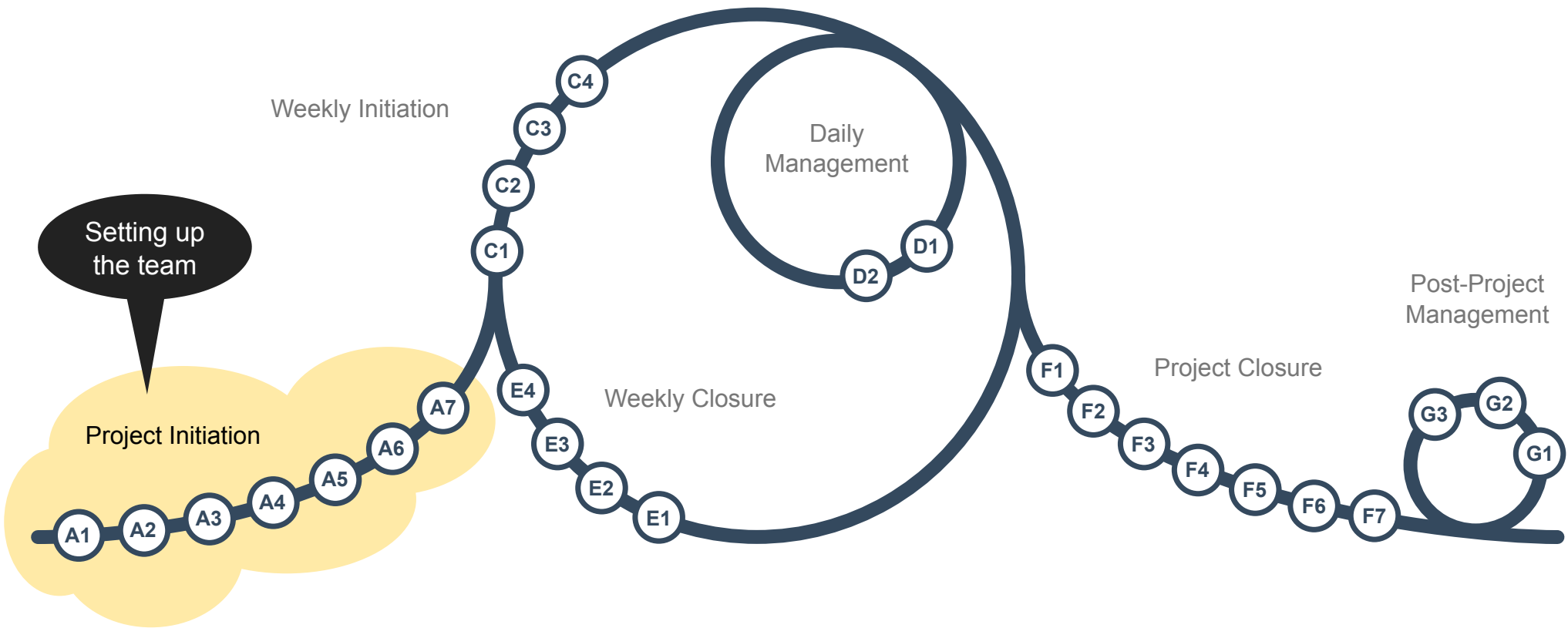
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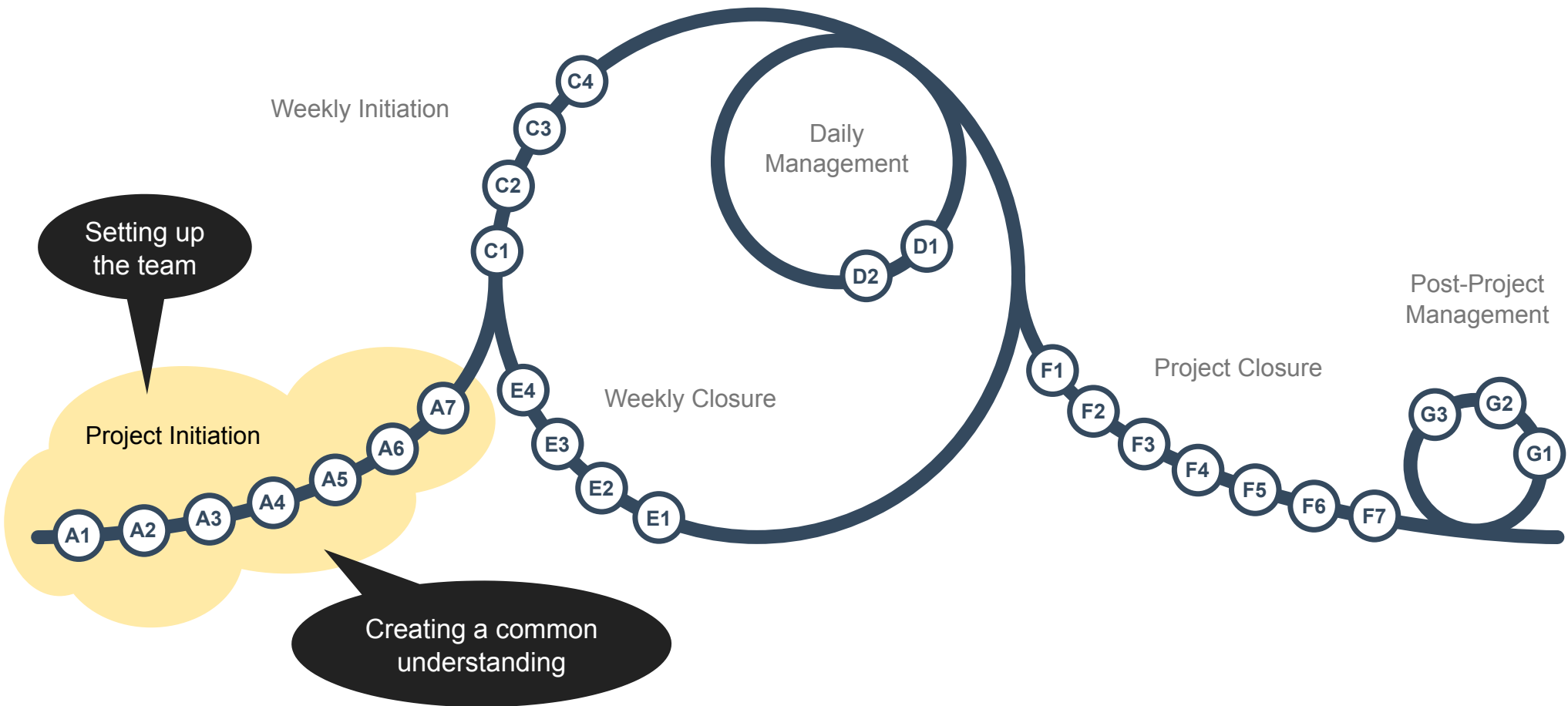
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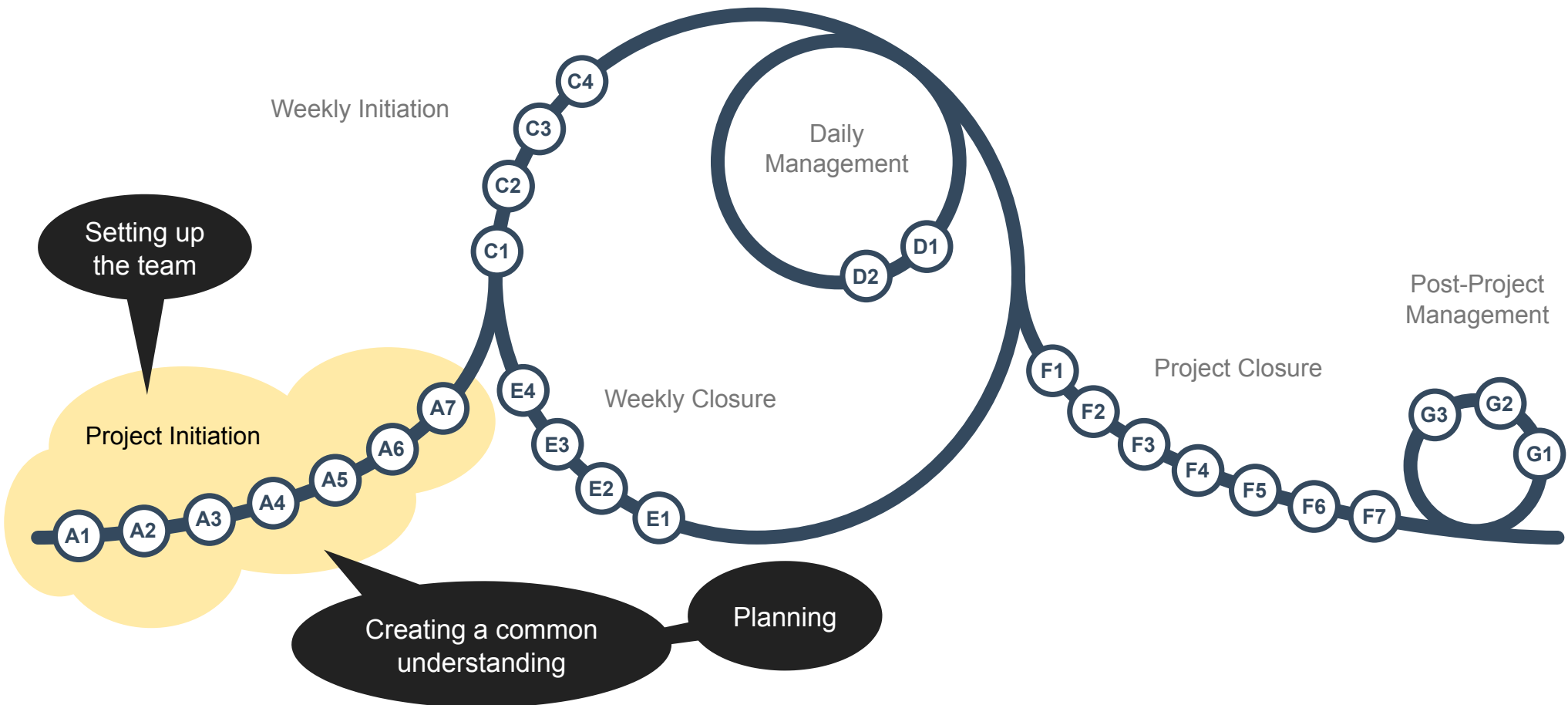
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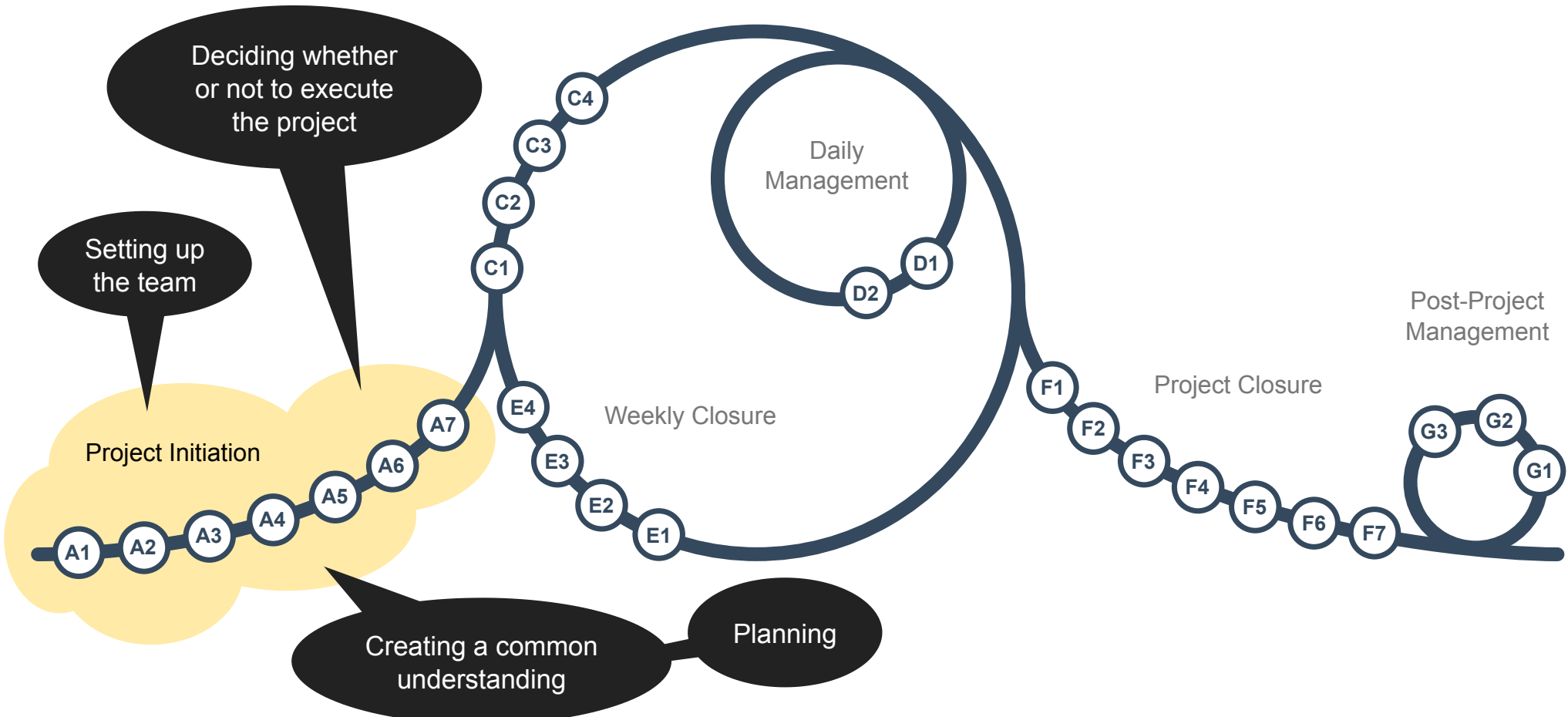
G1



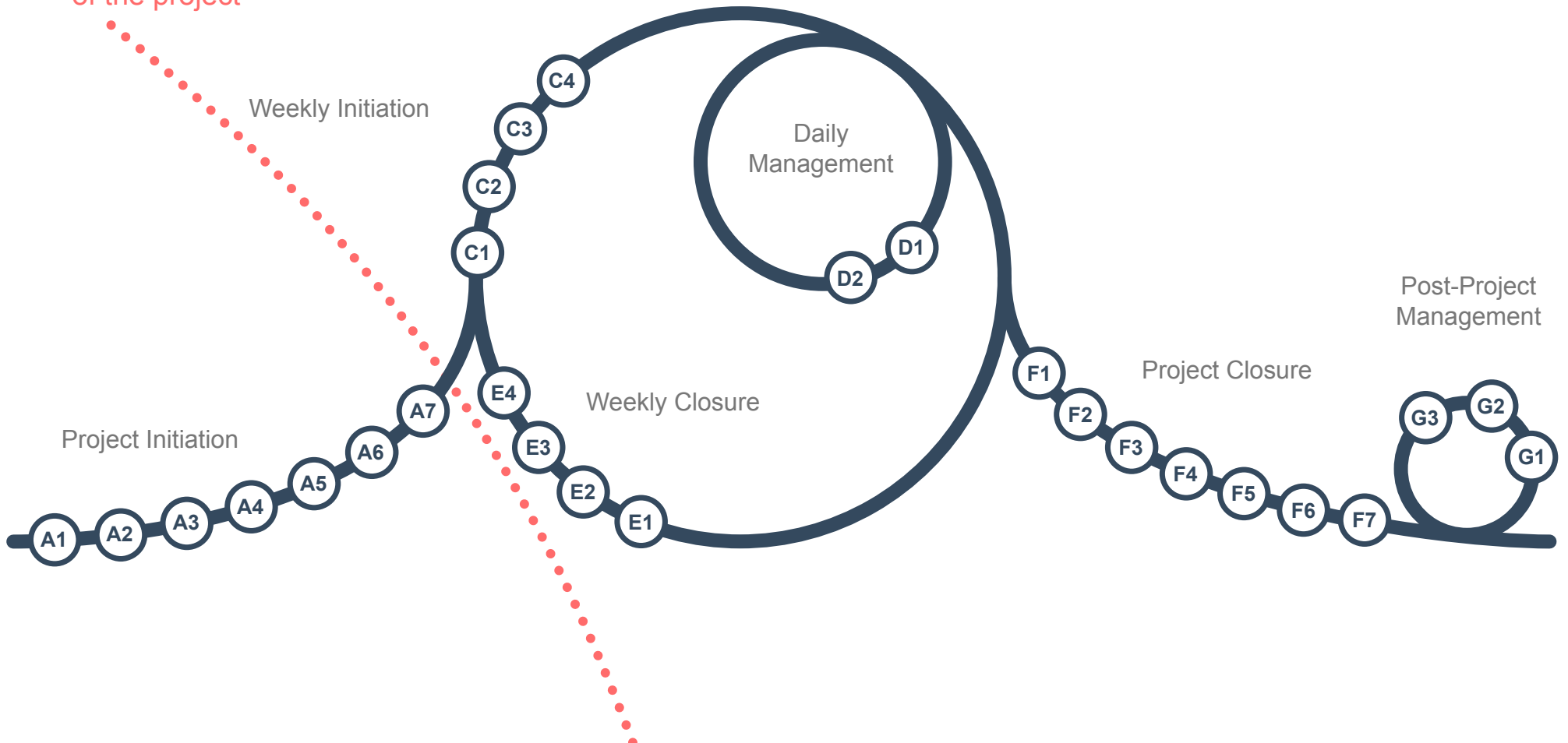








Starting the execution
of the project



Weekly Initiation

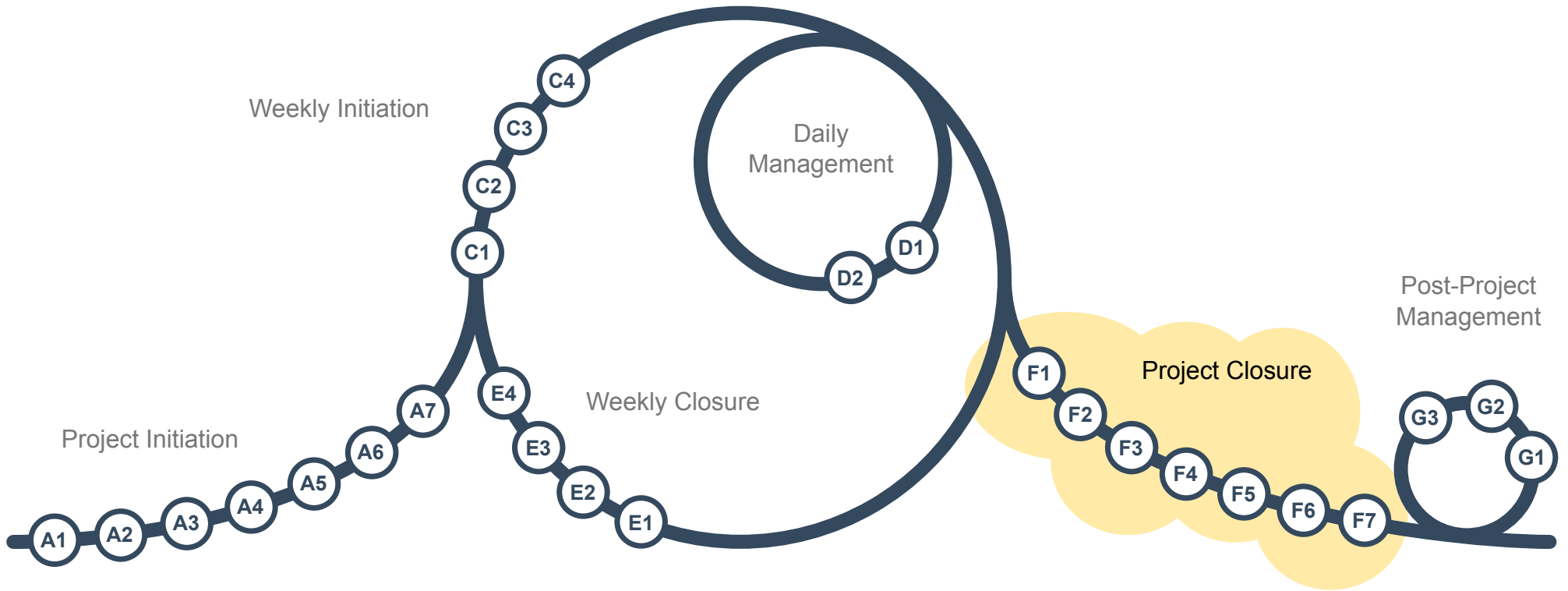
Daily
Management

Post-Project
Management

Project Initiation

Weekly Closure

Project Closure



Weekly Initiation

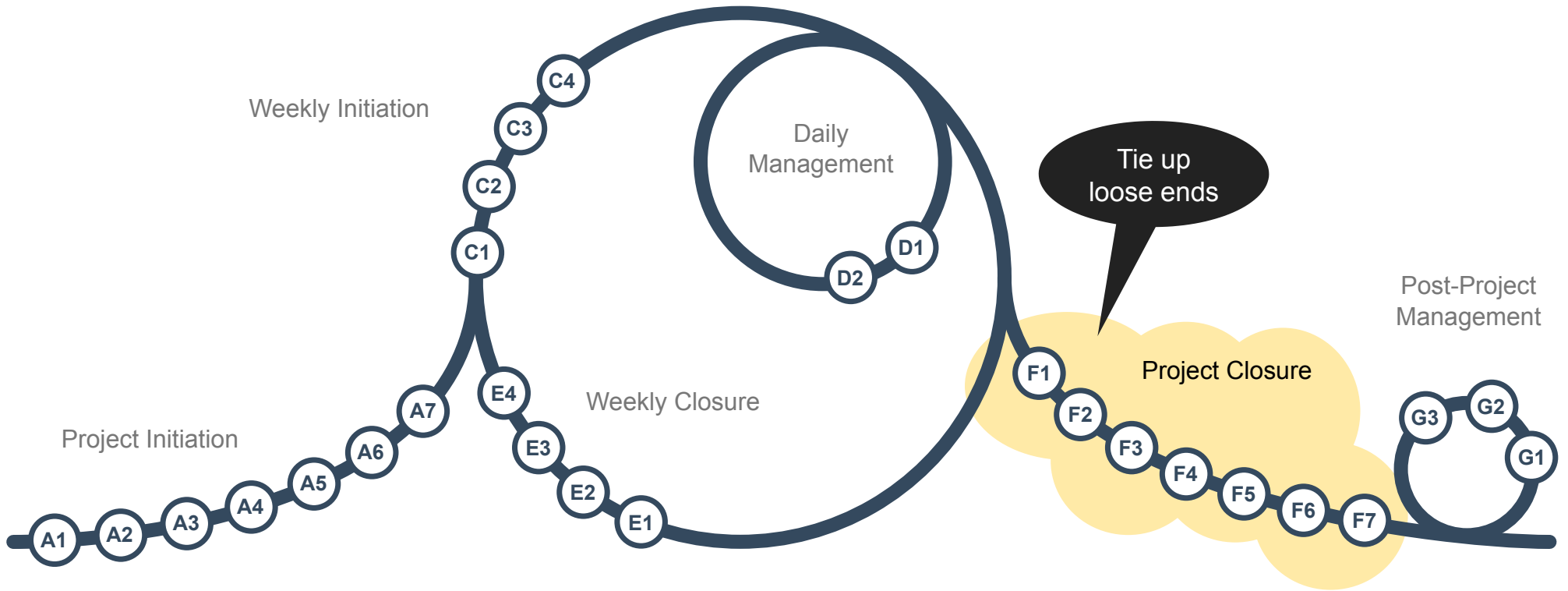
Daily Management

Post-Project Management

Project Initiation

Weekly Closure

Project Closure



Weekly Initiation

Daily Management

Tie up loose ends

Post-Project Management

Project Closure

Weekly Closure

Project Initiation

A1

A2

A3

A4

A5

A6

A7

C1

C2

C3

C4

D2

D1

E1

E2

E3

E4

F1

F2

F3

F4

F5

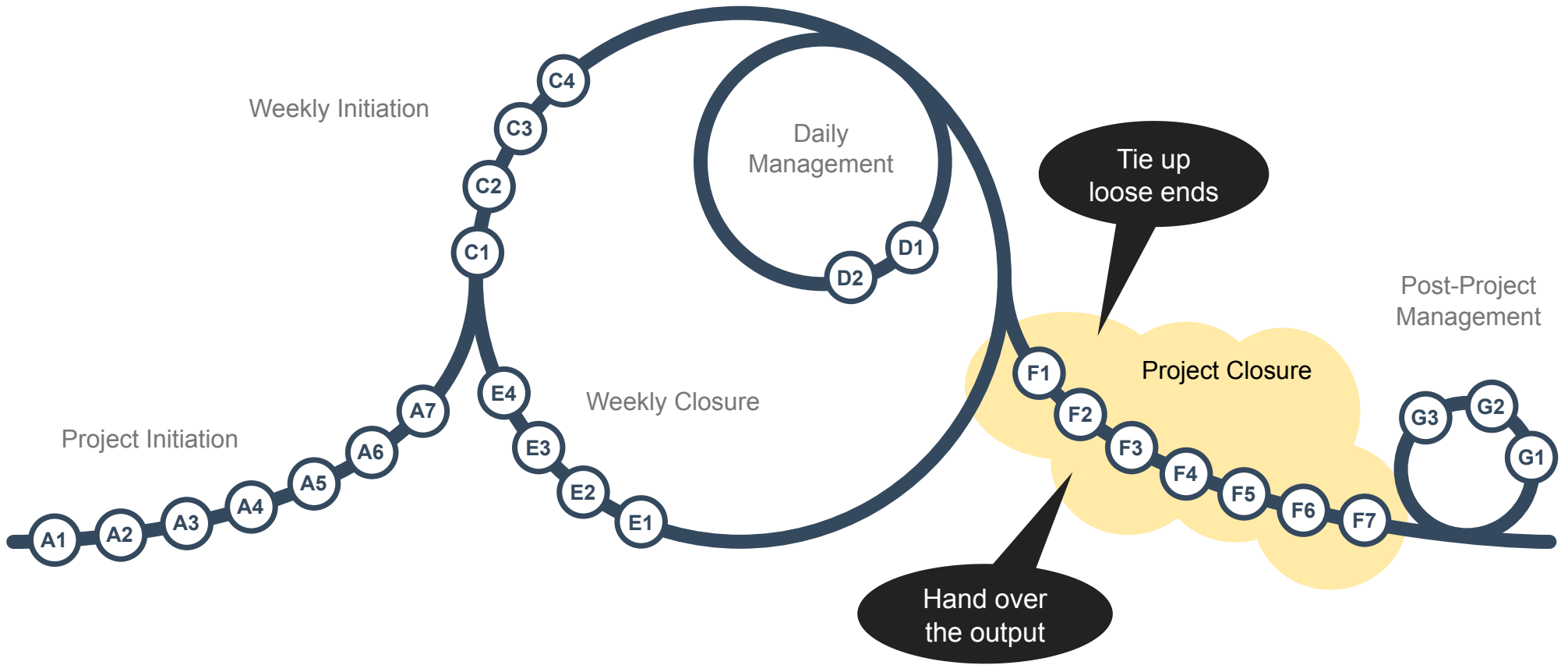
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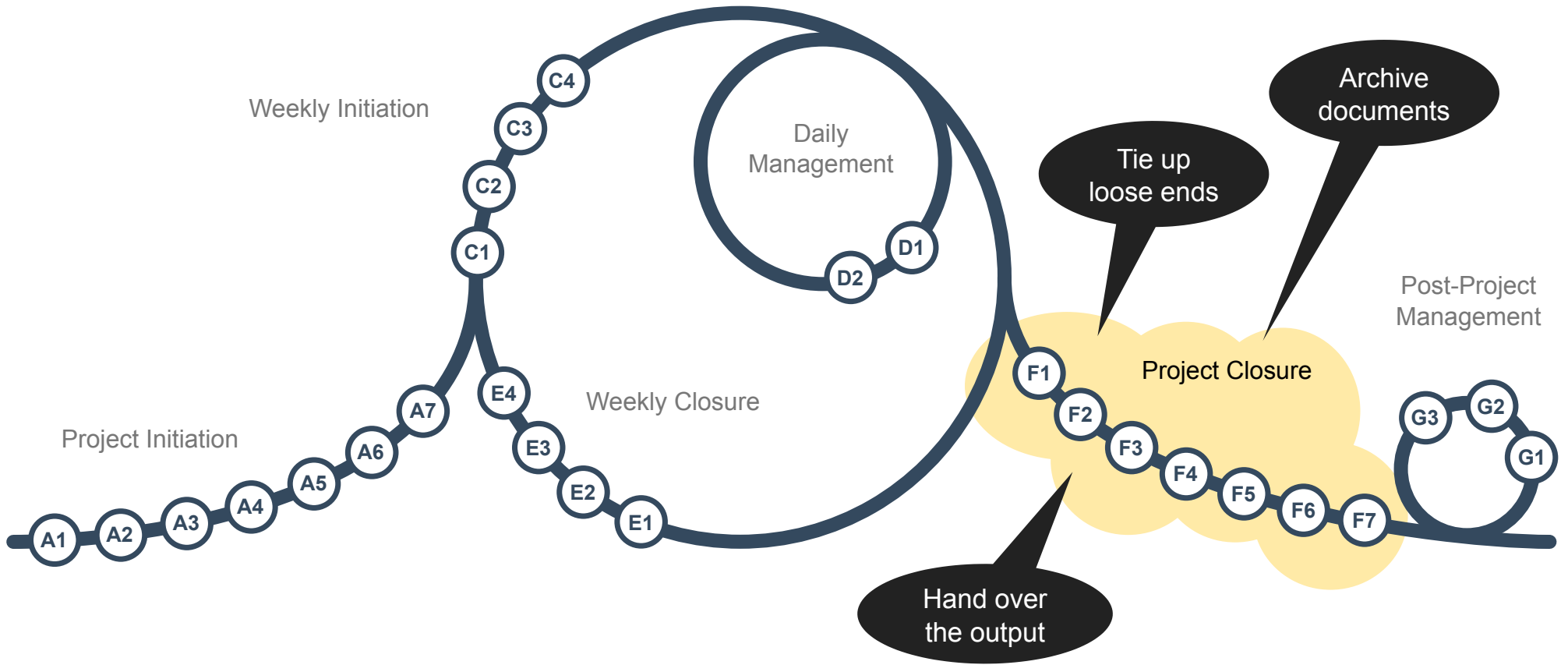
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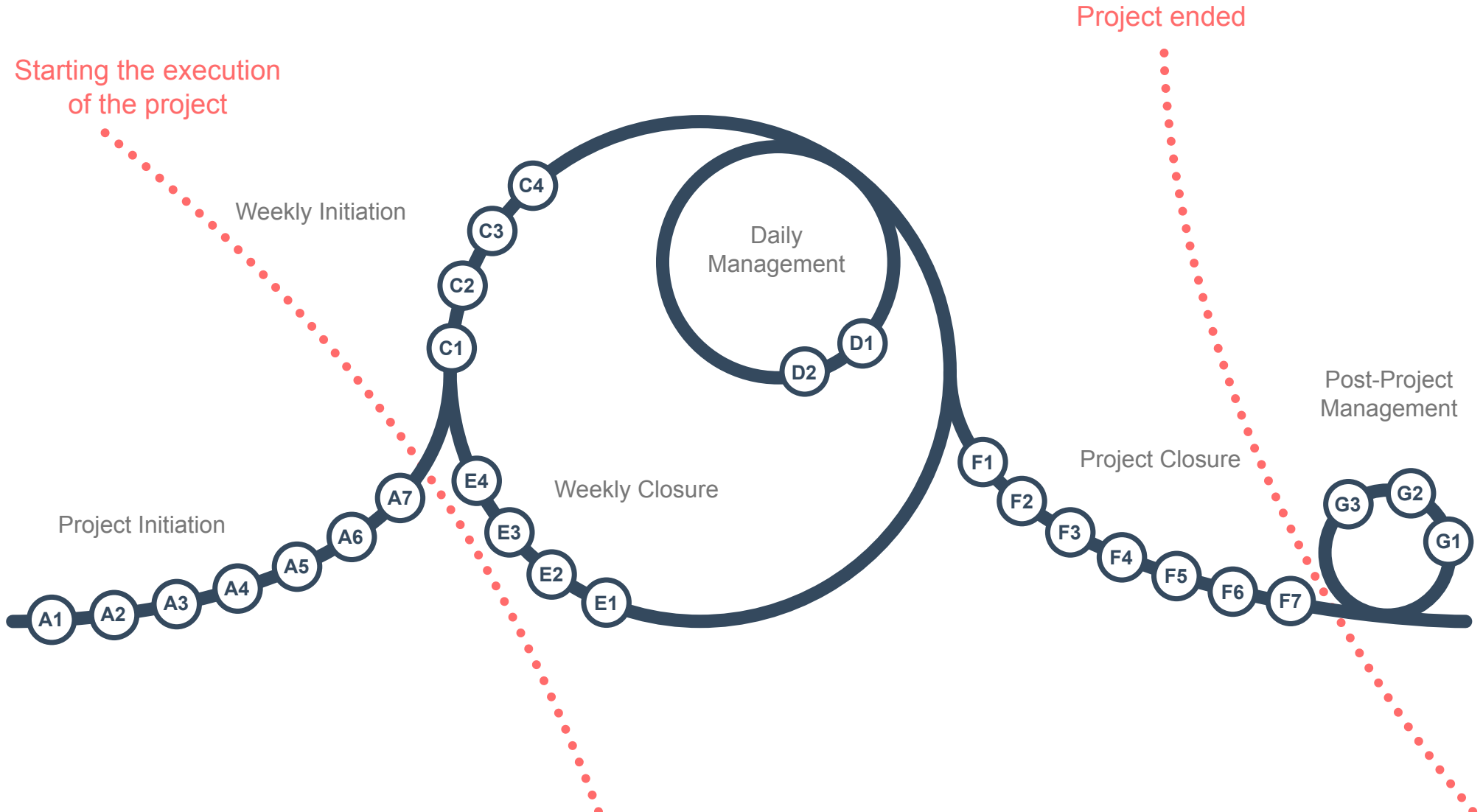
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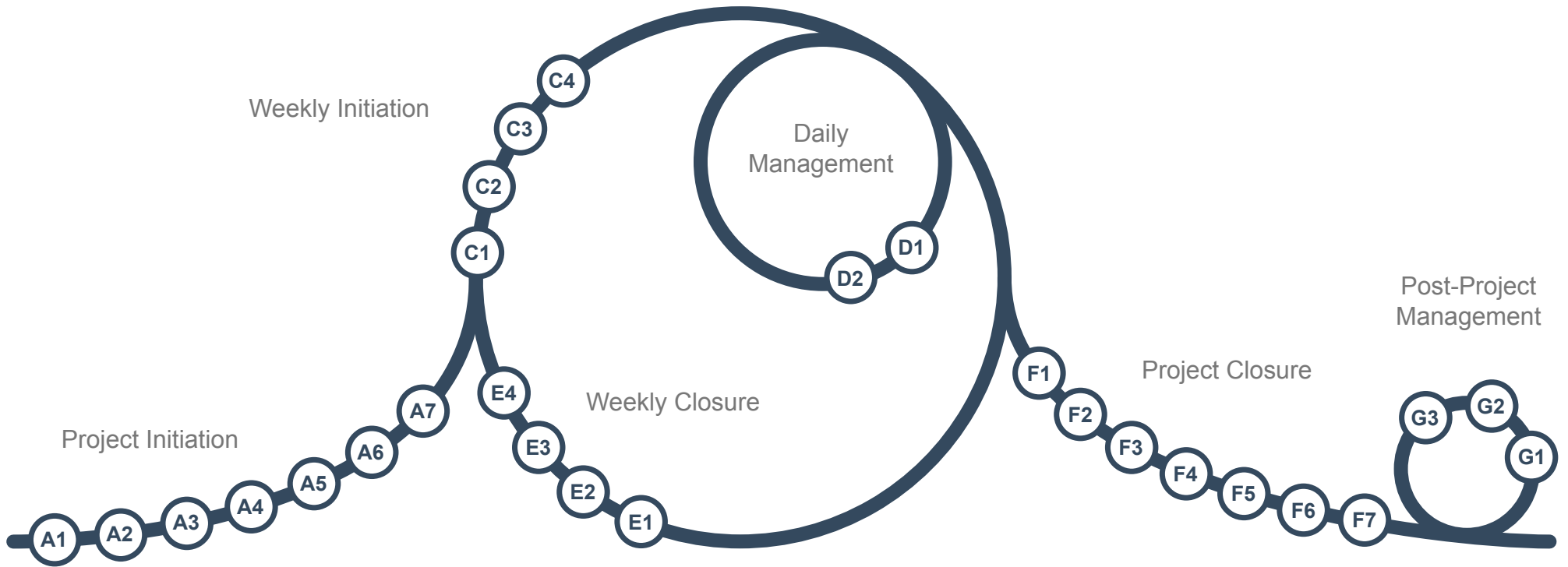
G2

G1









Weekly Initiation

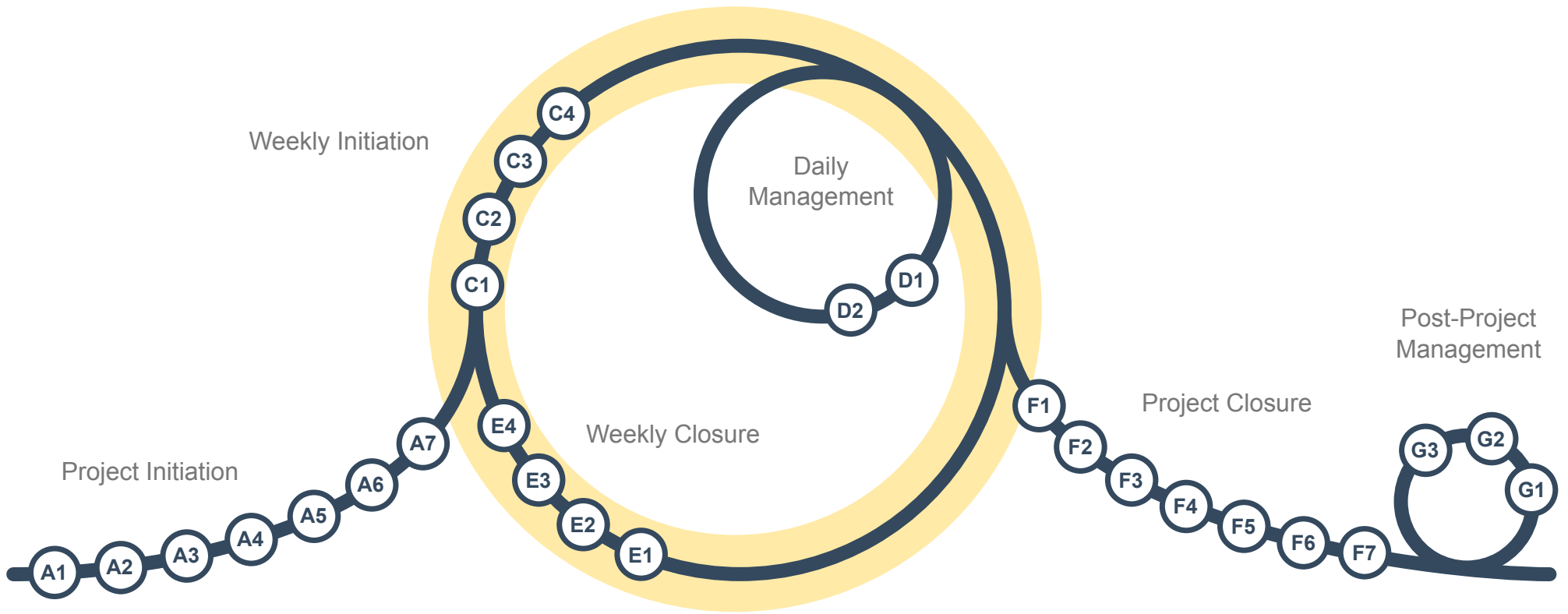
Daily Management

Post-Project Management

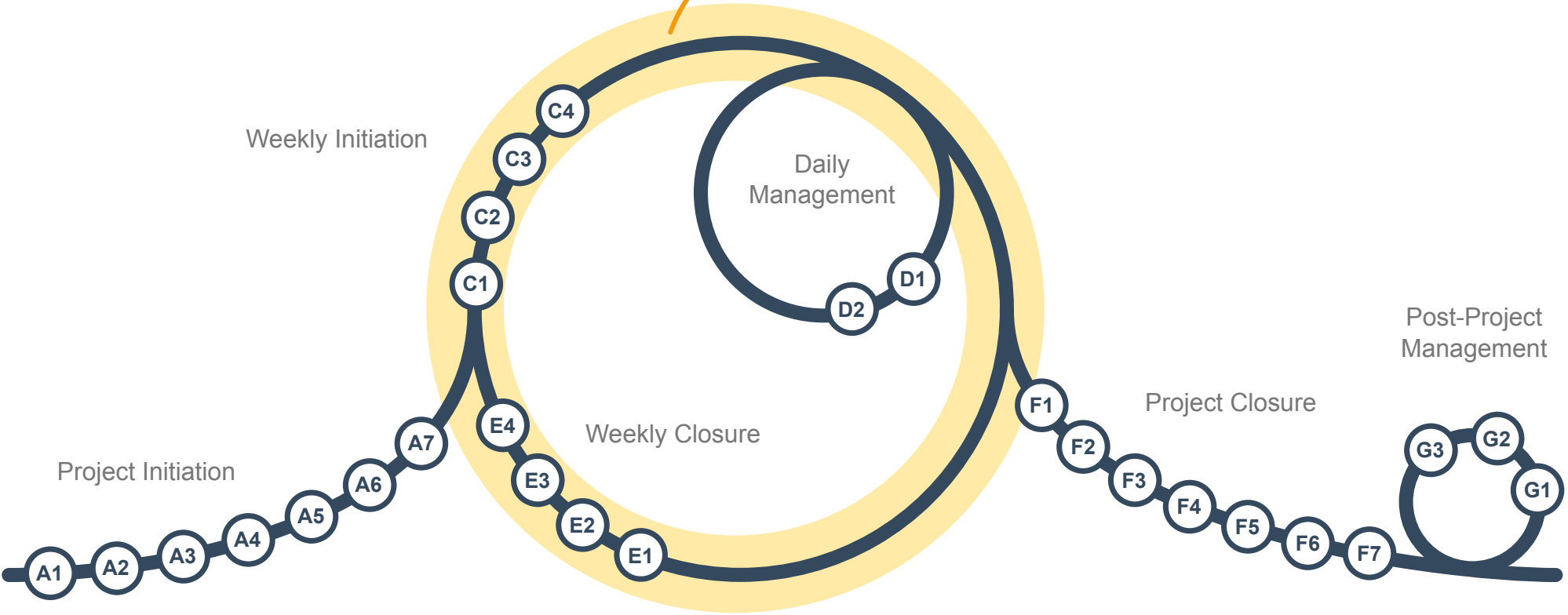
Project Initiation

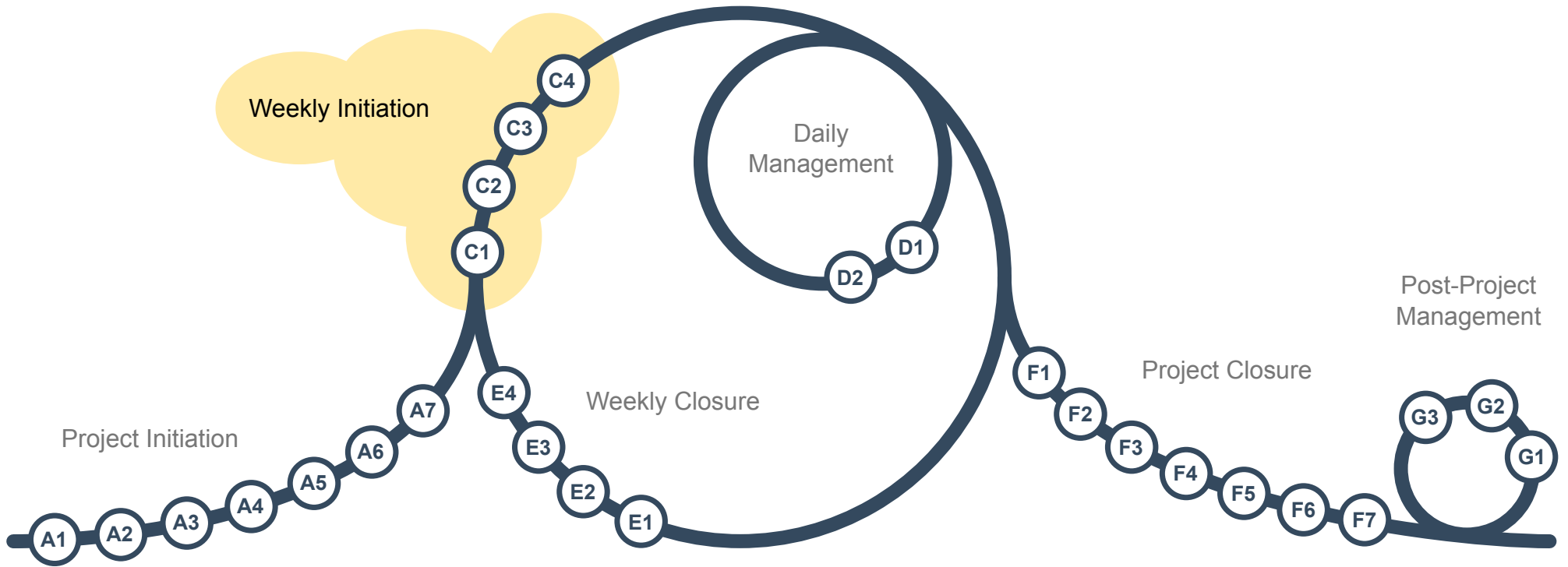
Weekly Closure

Project Closure



Monthly for stretched micro-projects





Project Initiation

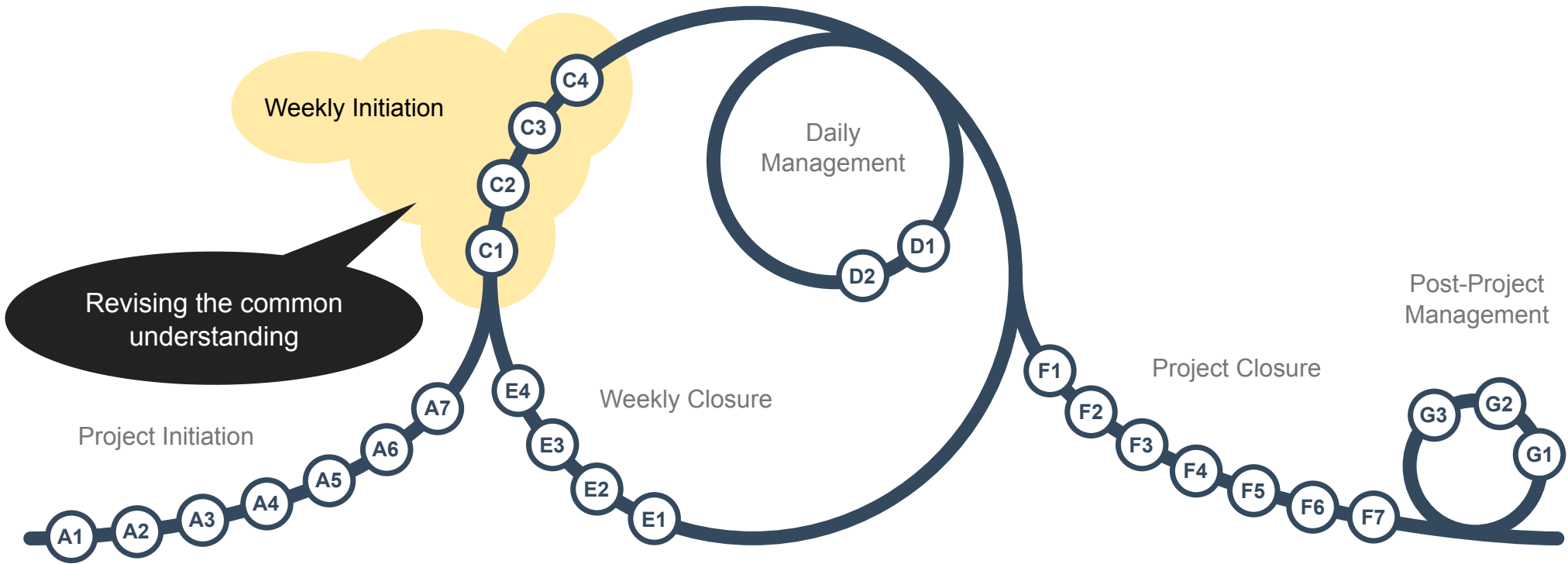
Weekly Initiation

Daily Management

Weekly Closure

Project Closure

Post-Project Management



Revising the common understanding

Weekly Initiation

Daily Management

Weekly Closure

Project Closure

Post-Project Management

Project Initiation

A1

A2

A3

A4

A5

A6

A7

C1

C2

C3

C4

E4

E3

E2

E1

D2

D1

F1

F2

F3

F4

F5

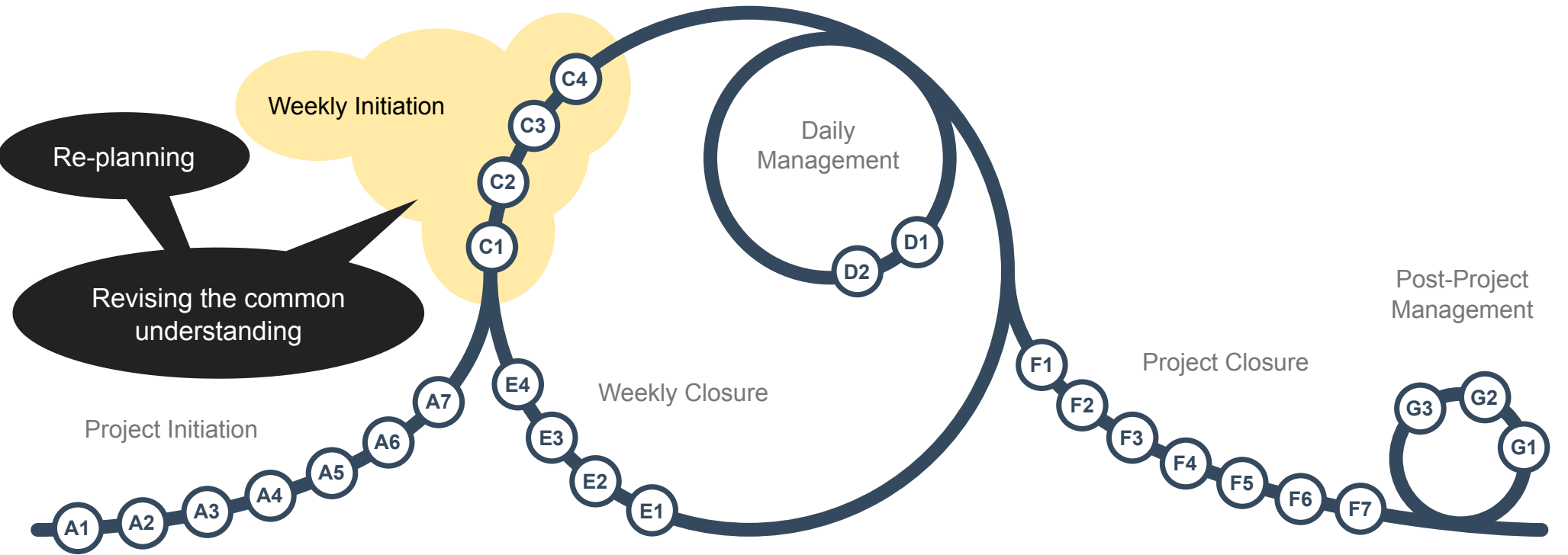
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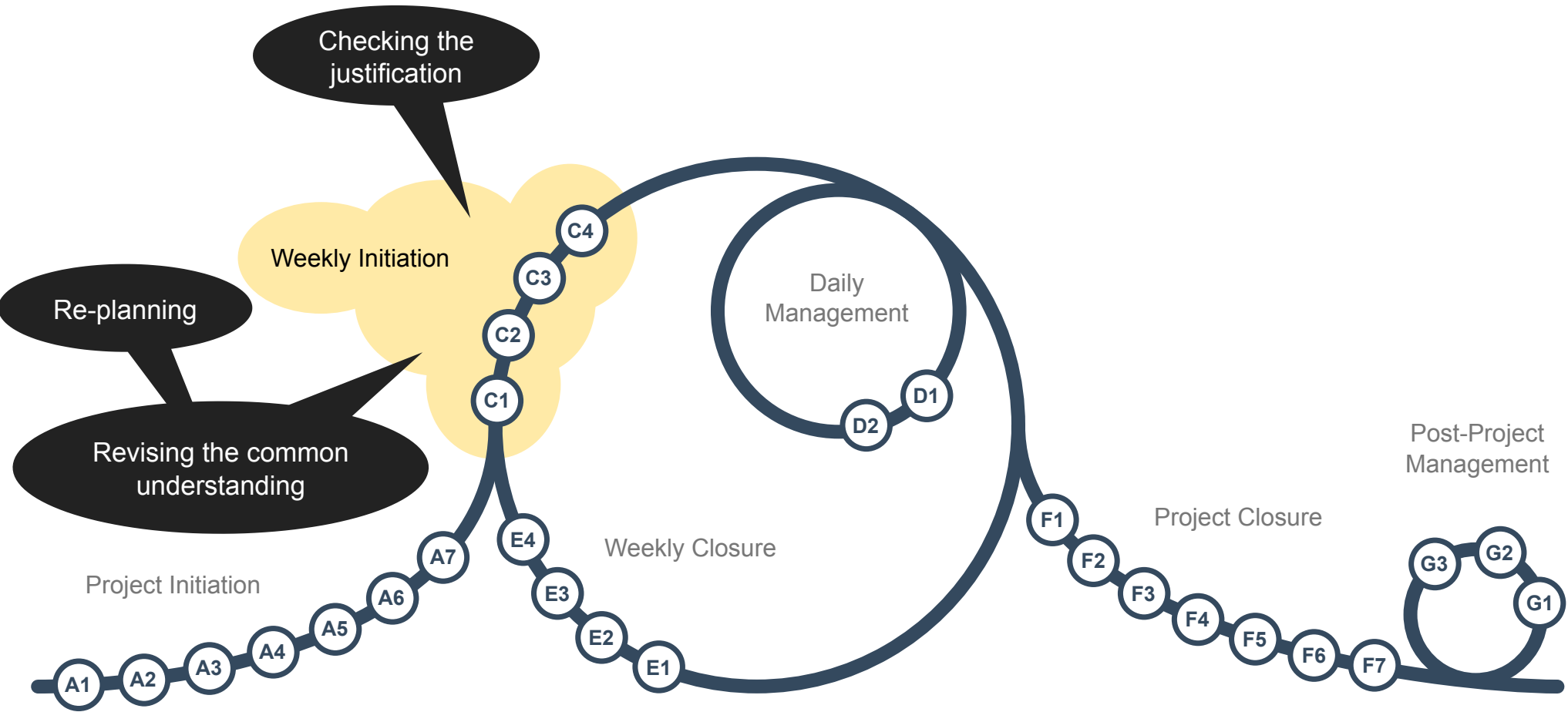
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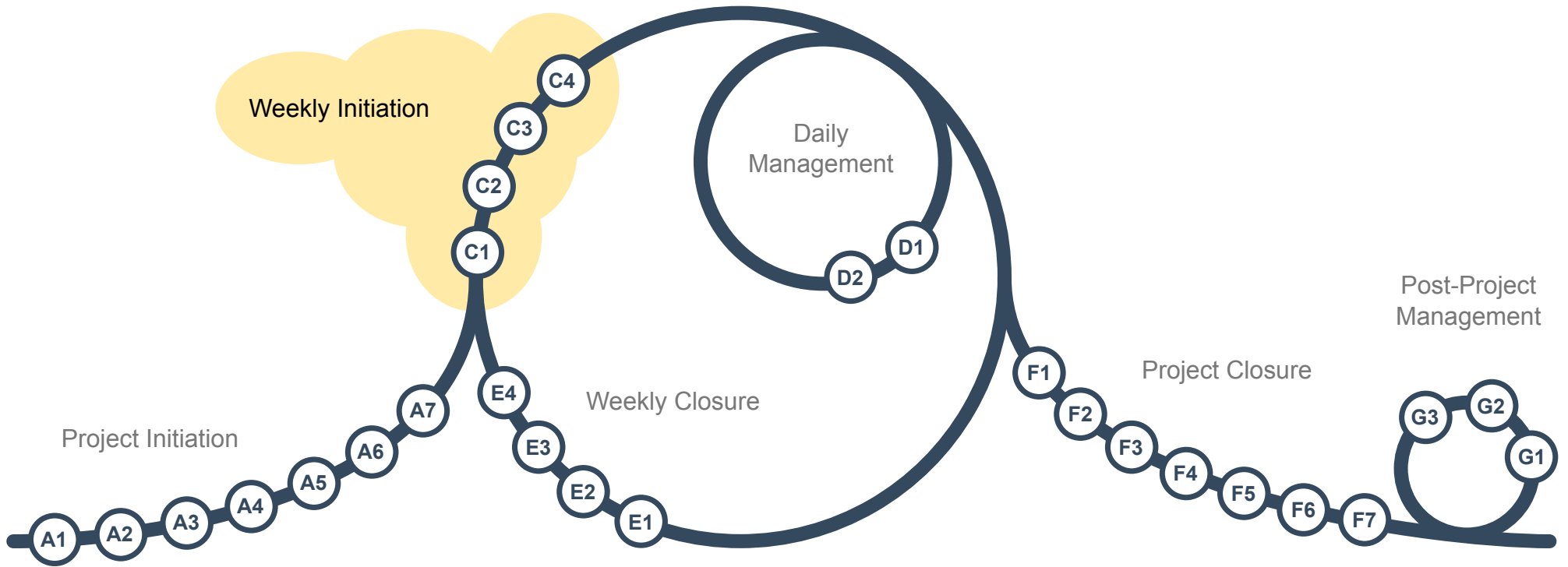
G3

G2

G1







Project Initiation

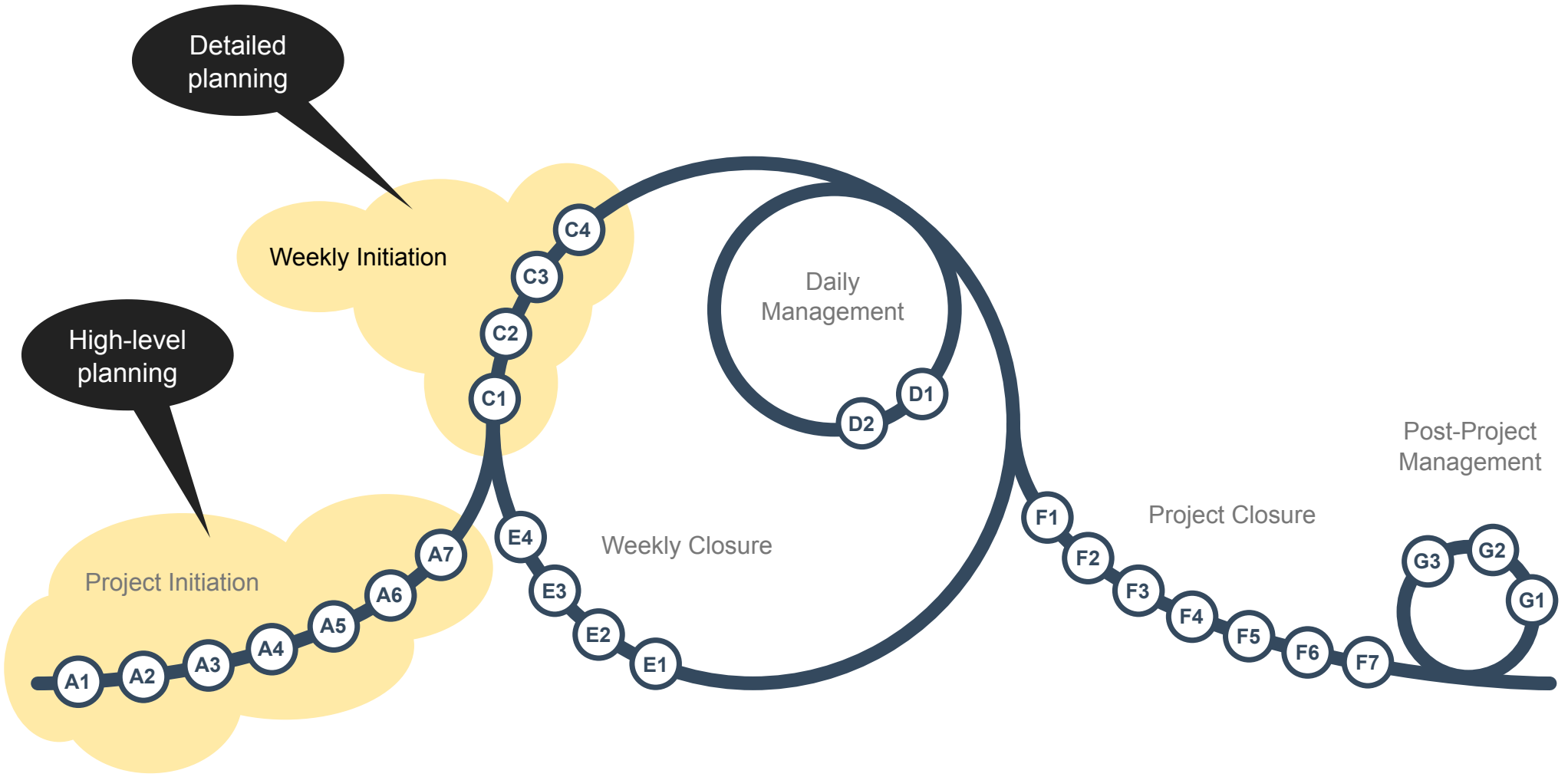
Weekly Initiation

Daily Management

Weekly Closure

Project Closure

Post-Project Management



Detailed planning

Weekly Initiation

High-level planning

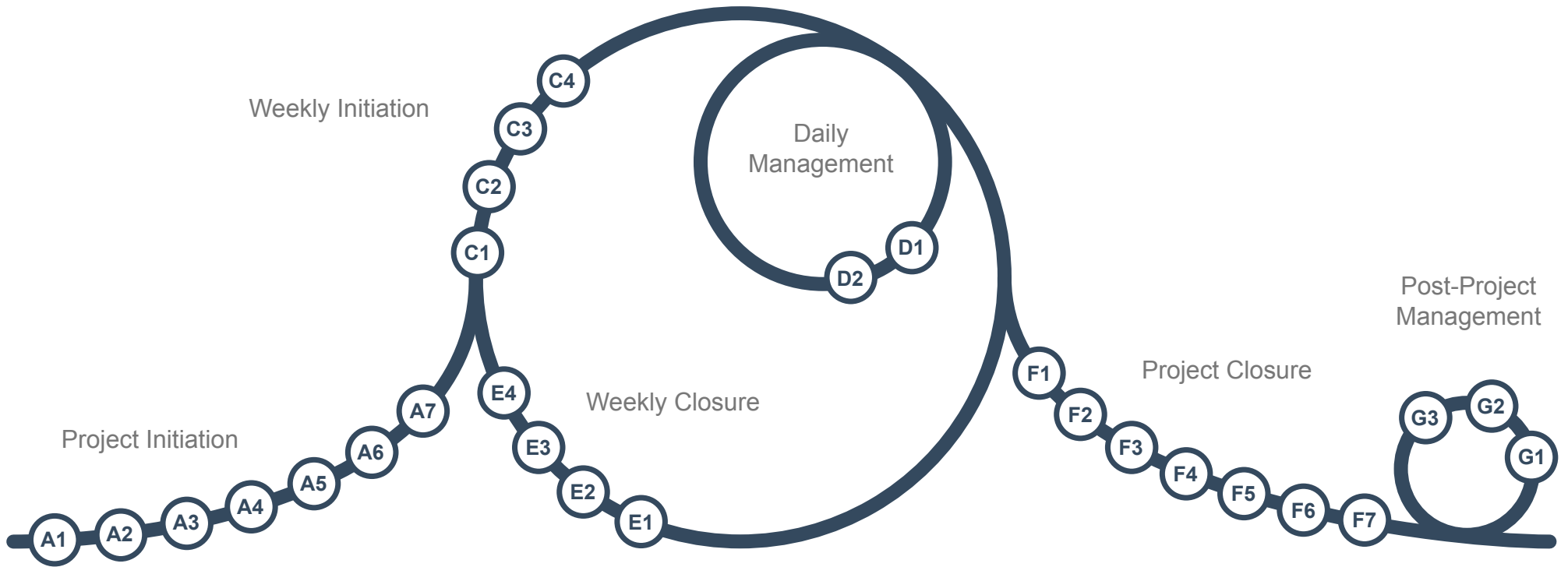
Project Initiation

Daily Management

Weekly Closure

Project Closure

Post-Project Management



Weekly Initiation

Daily Management

Post-Project Management

Project Initiation

Weekly Closure

Project Closure

A1

A2

A3

A4

A5

A6

A7

C1

C2

C3

C4

D2

D1

E1

E2

E3

E4

F1

F2

F3

F4

F5

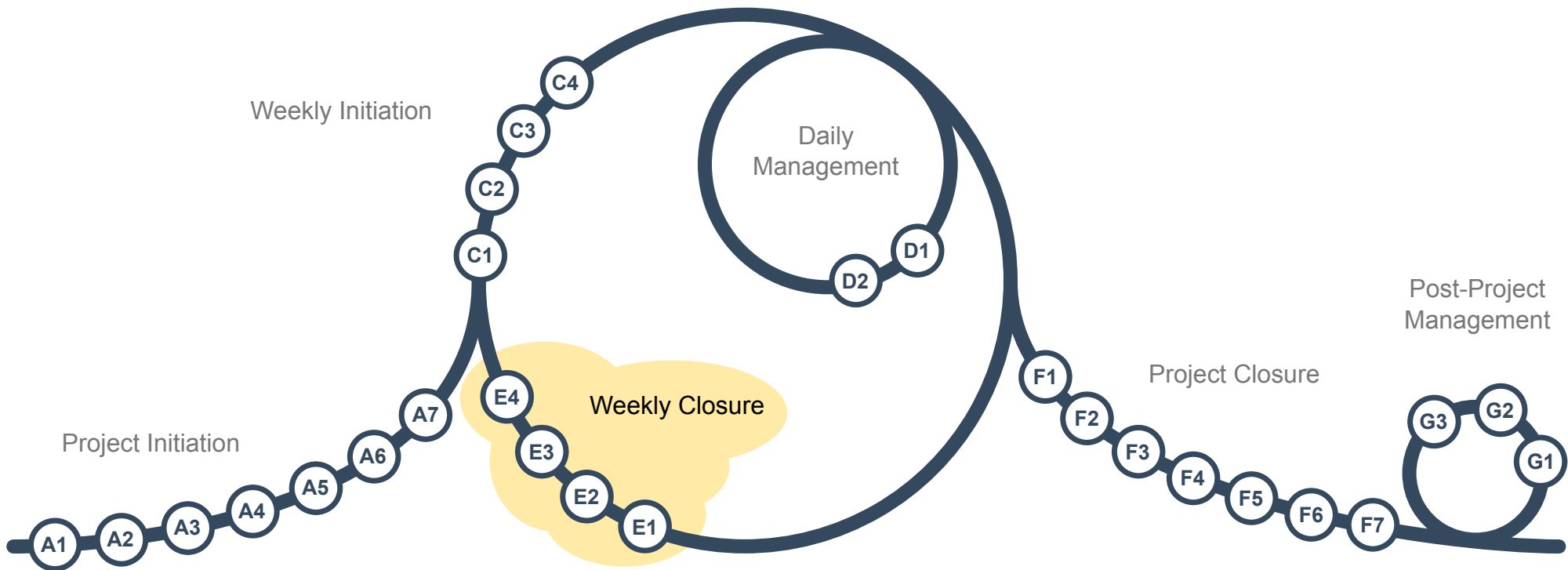
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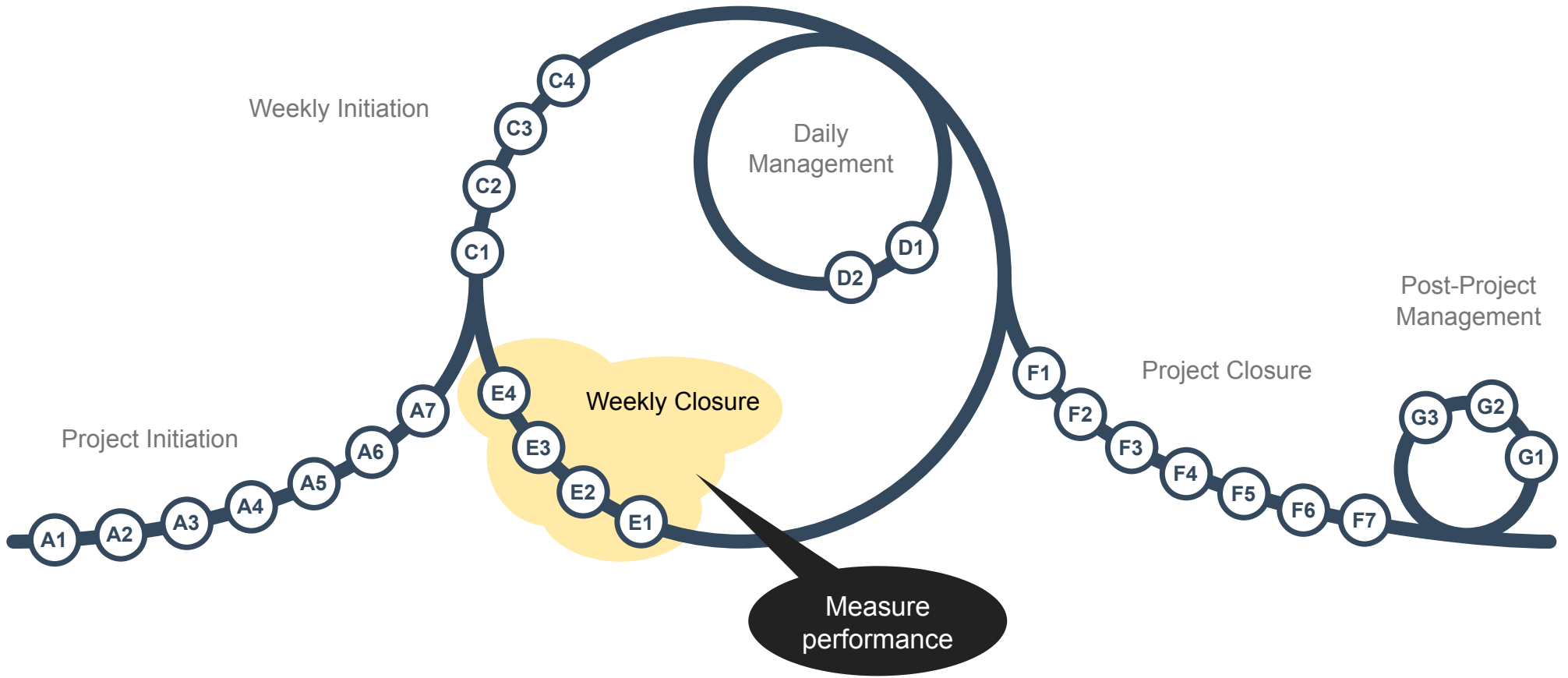
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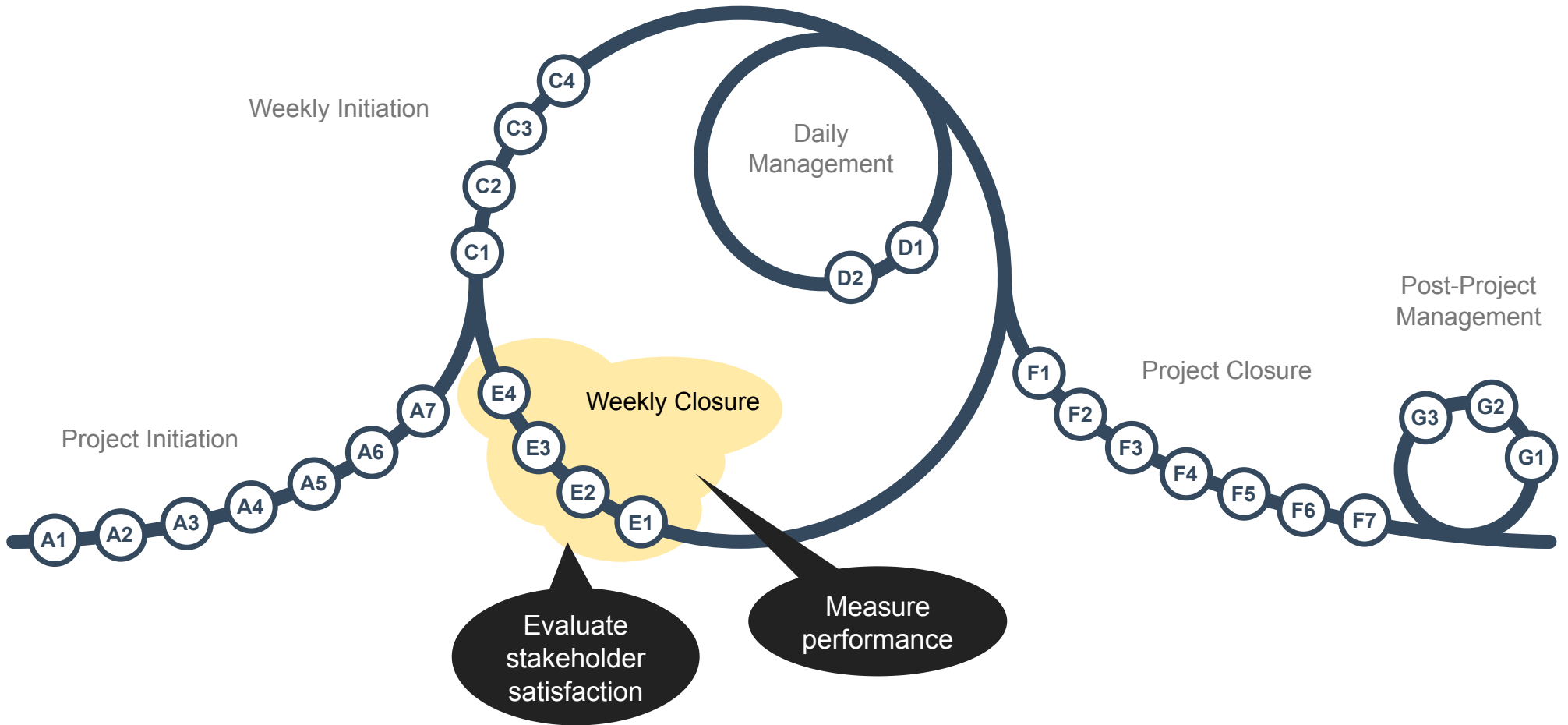
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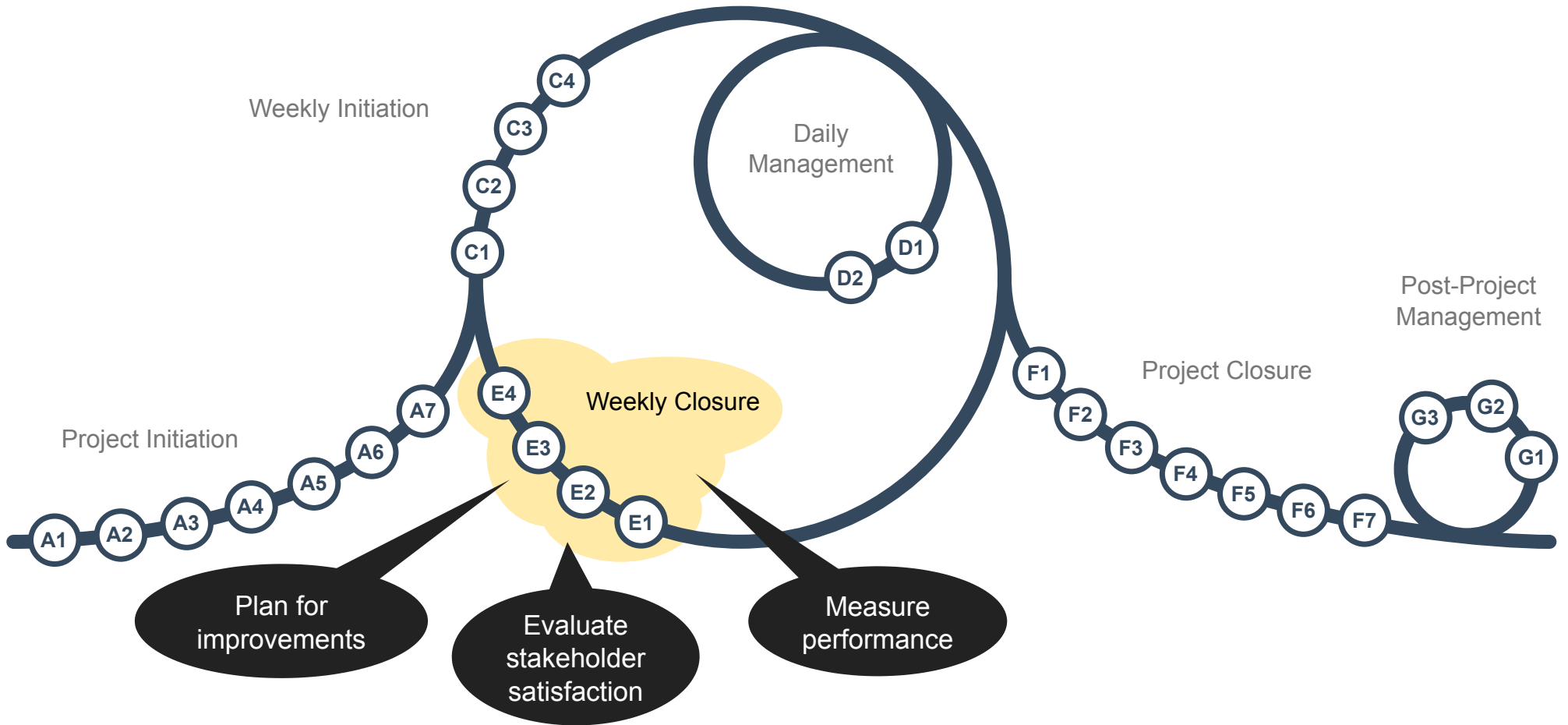
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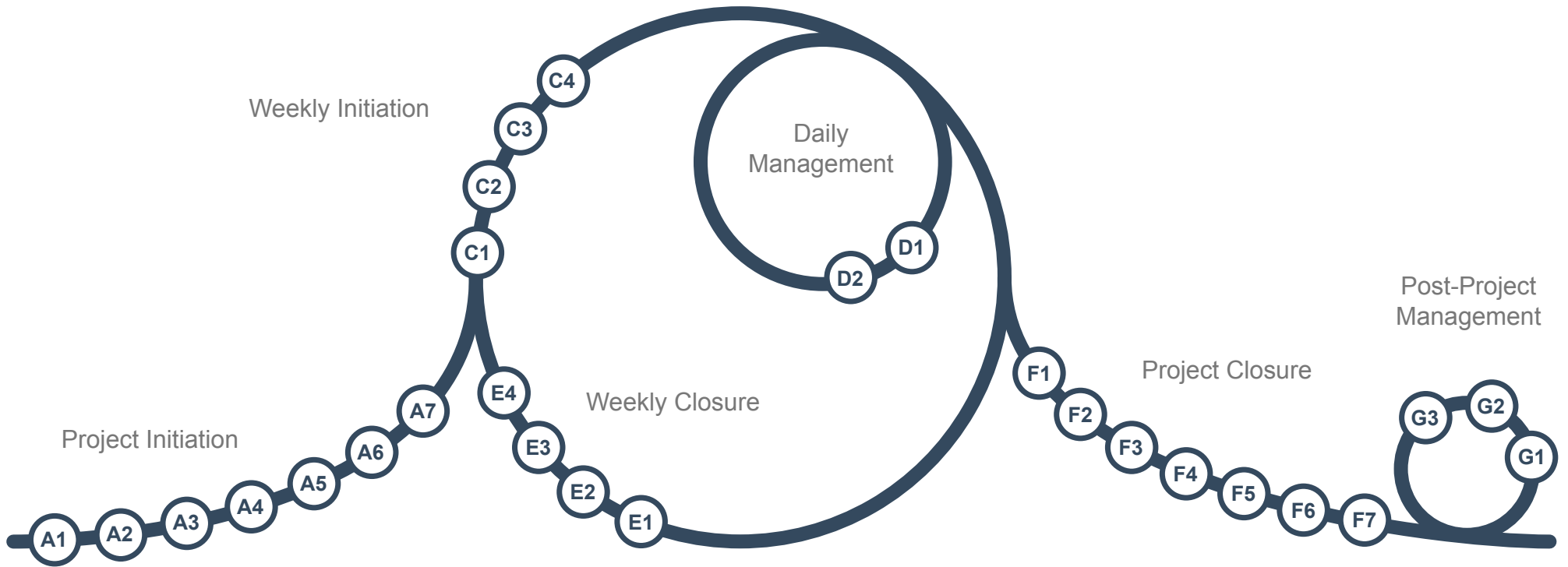
G1











Weekly Initiation

Daily Management

Post-Project Management

Project Initiation

Weekly Closure

Project Closure

A1

A2

A3

A4

A5

A6

A7

C1

C2

C3

C4

D2

D1

E4

E3

E2

E1

F1

F2

F3

F4

F5

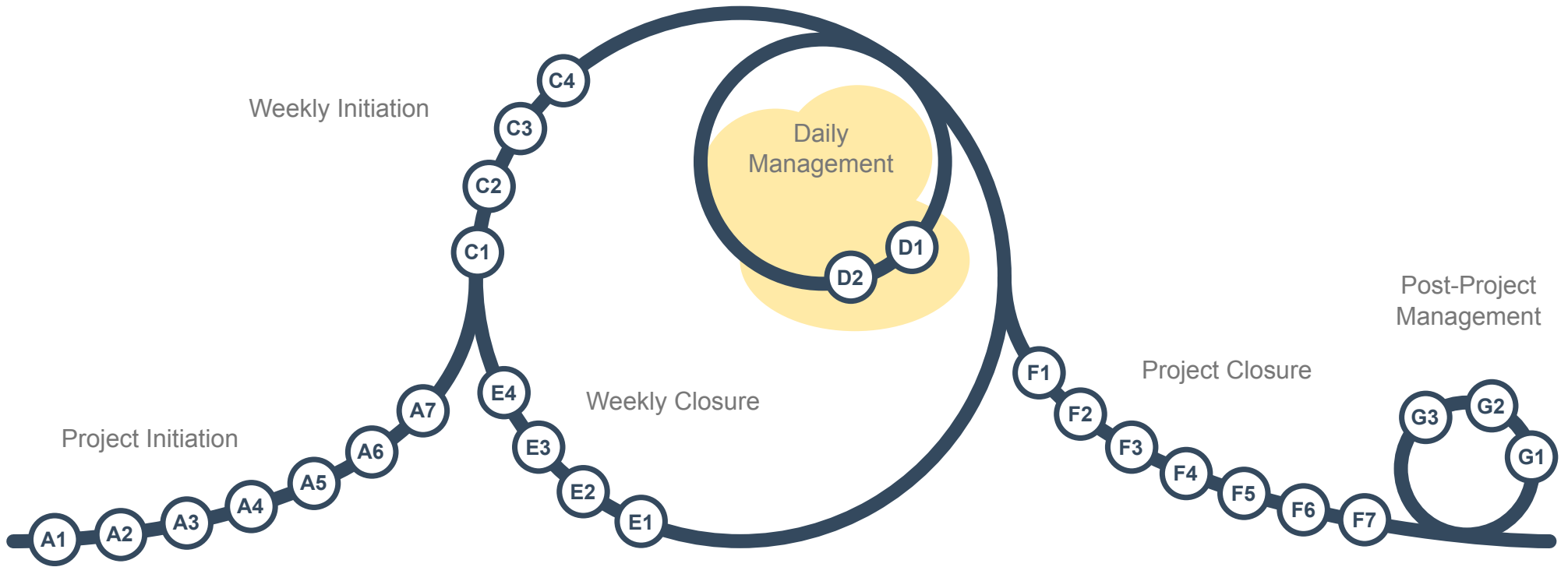
F6

F7

G3

G2

G1



Project Initiation

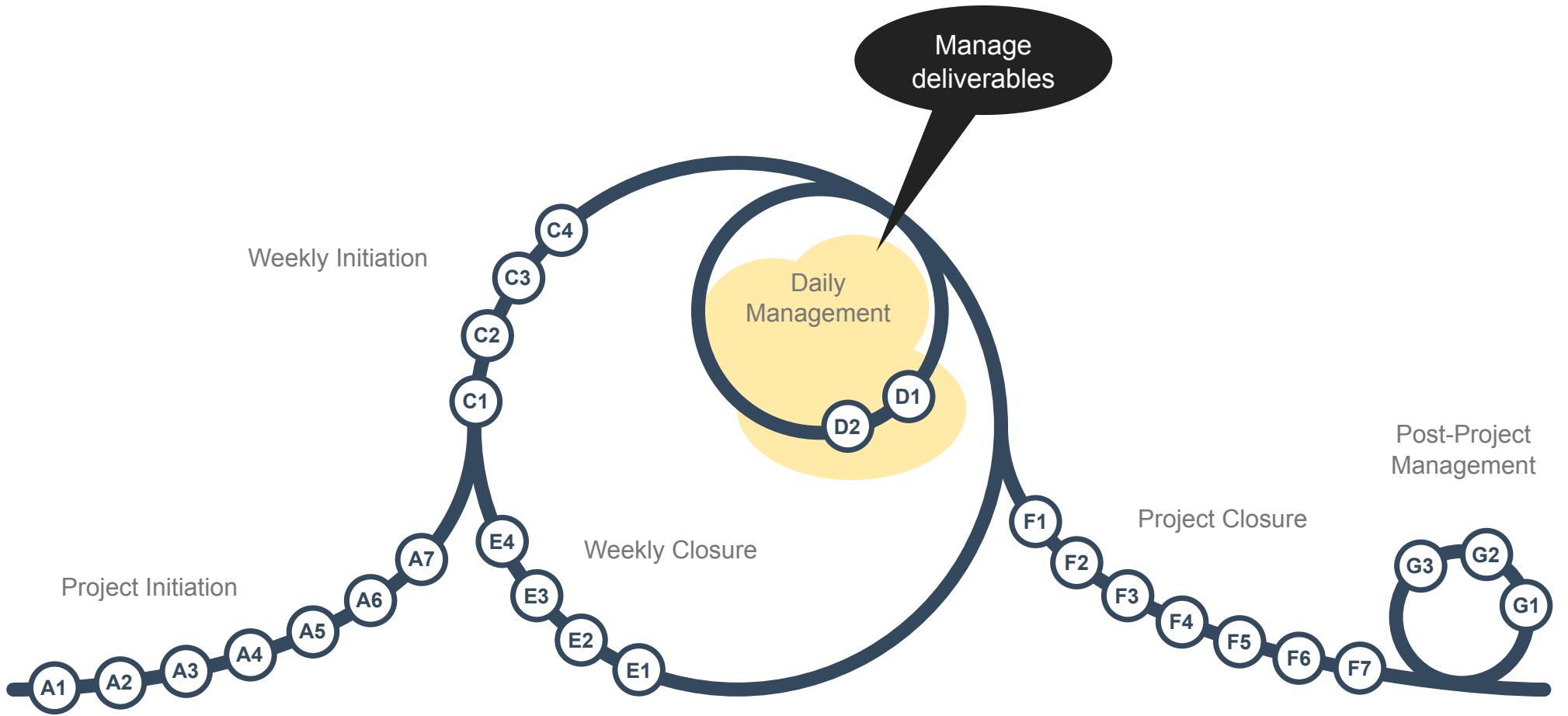
Weekly Initiation

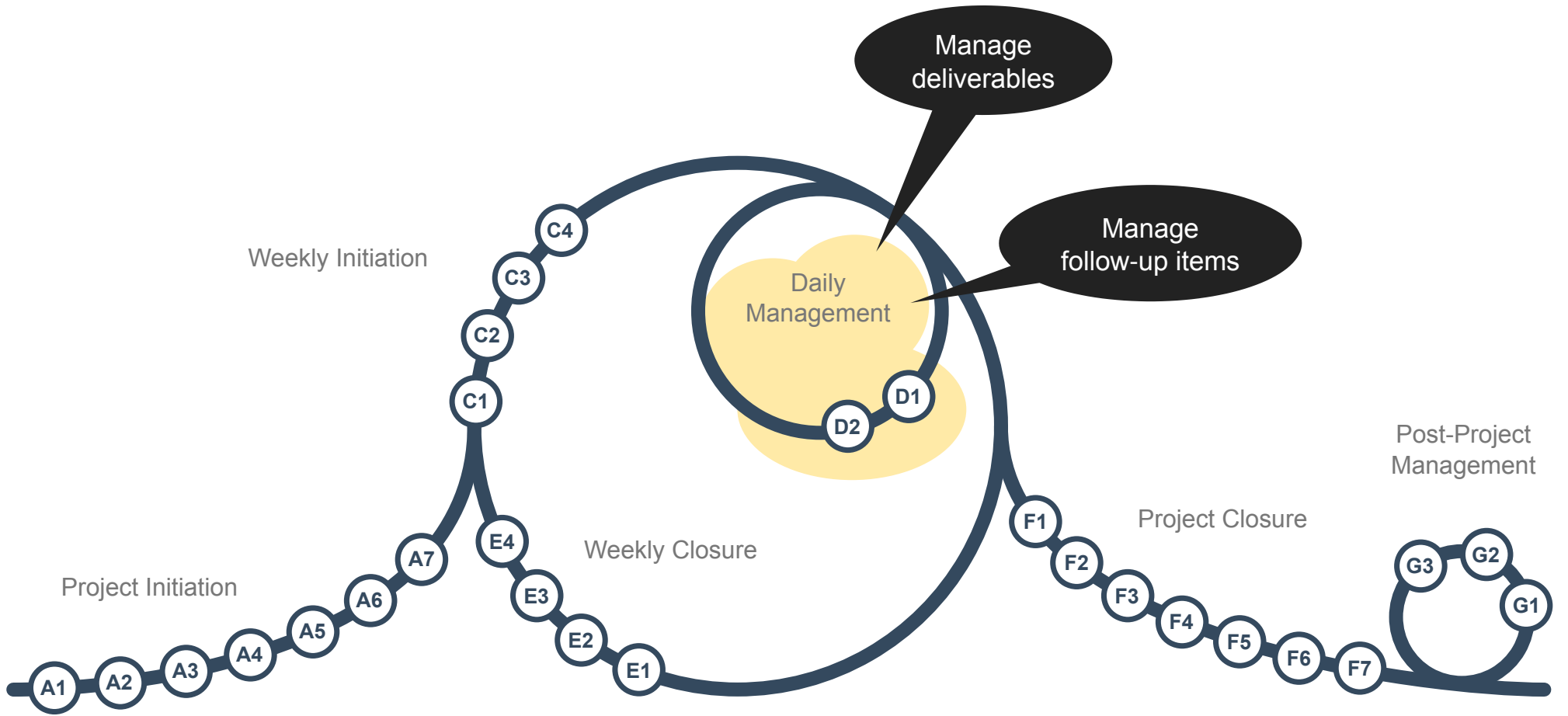
Weekly Closure

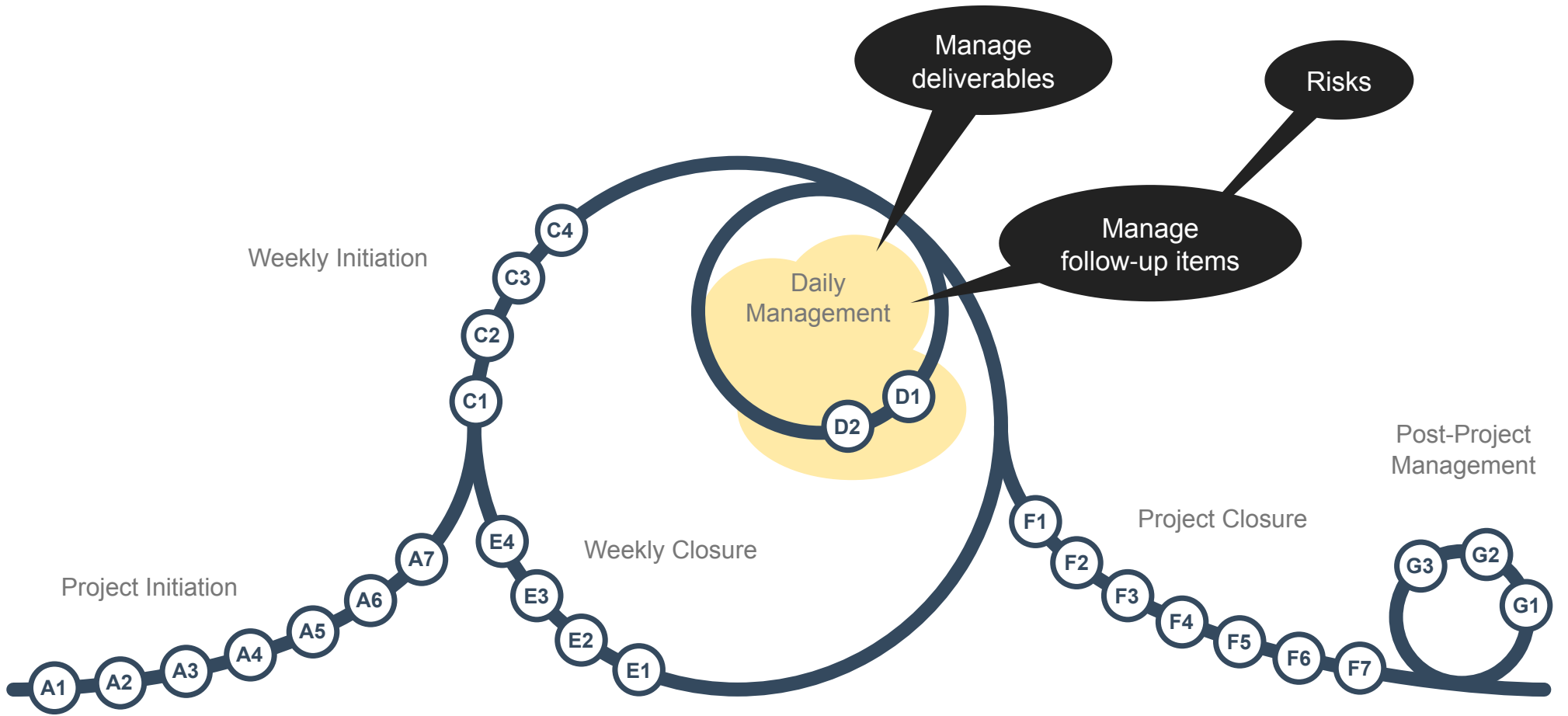
Daily Management

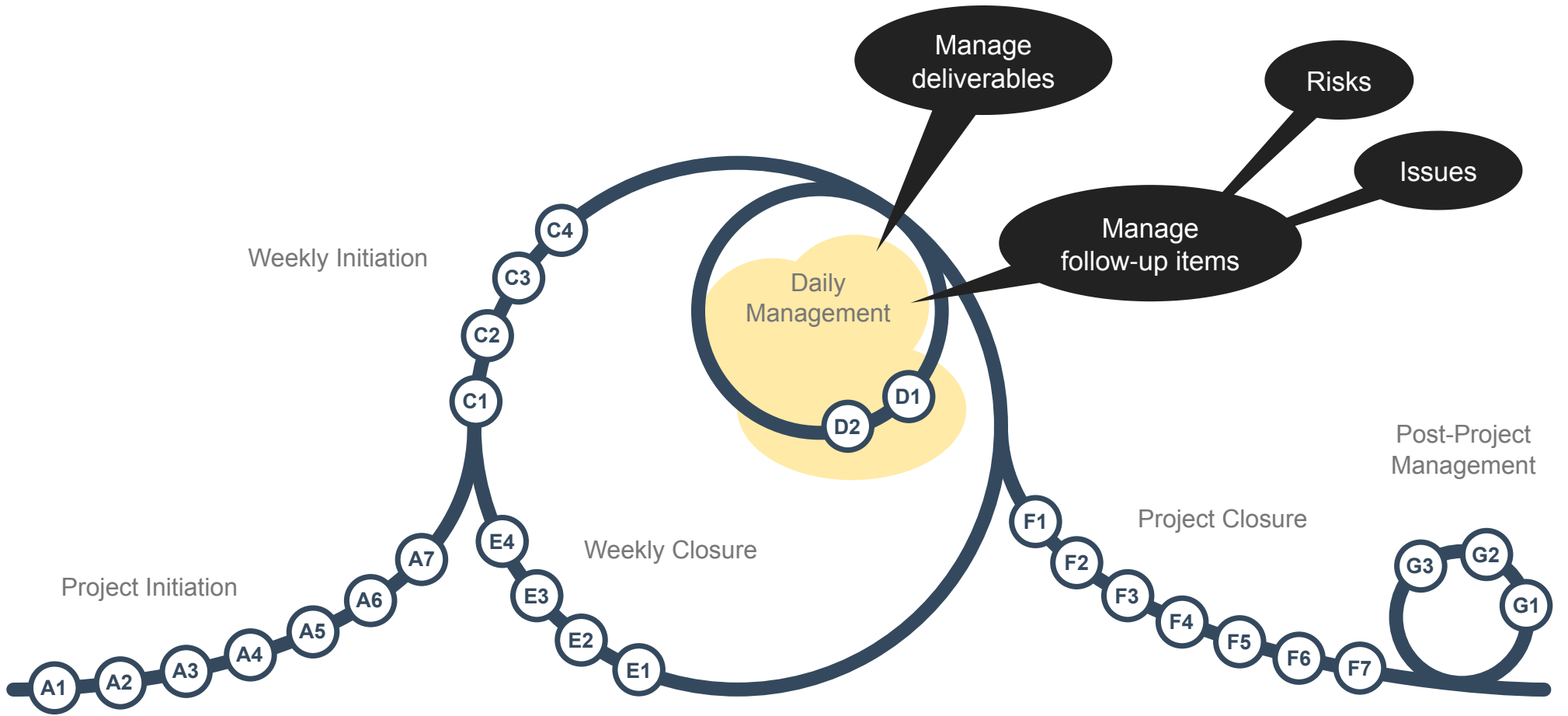
Project Closure

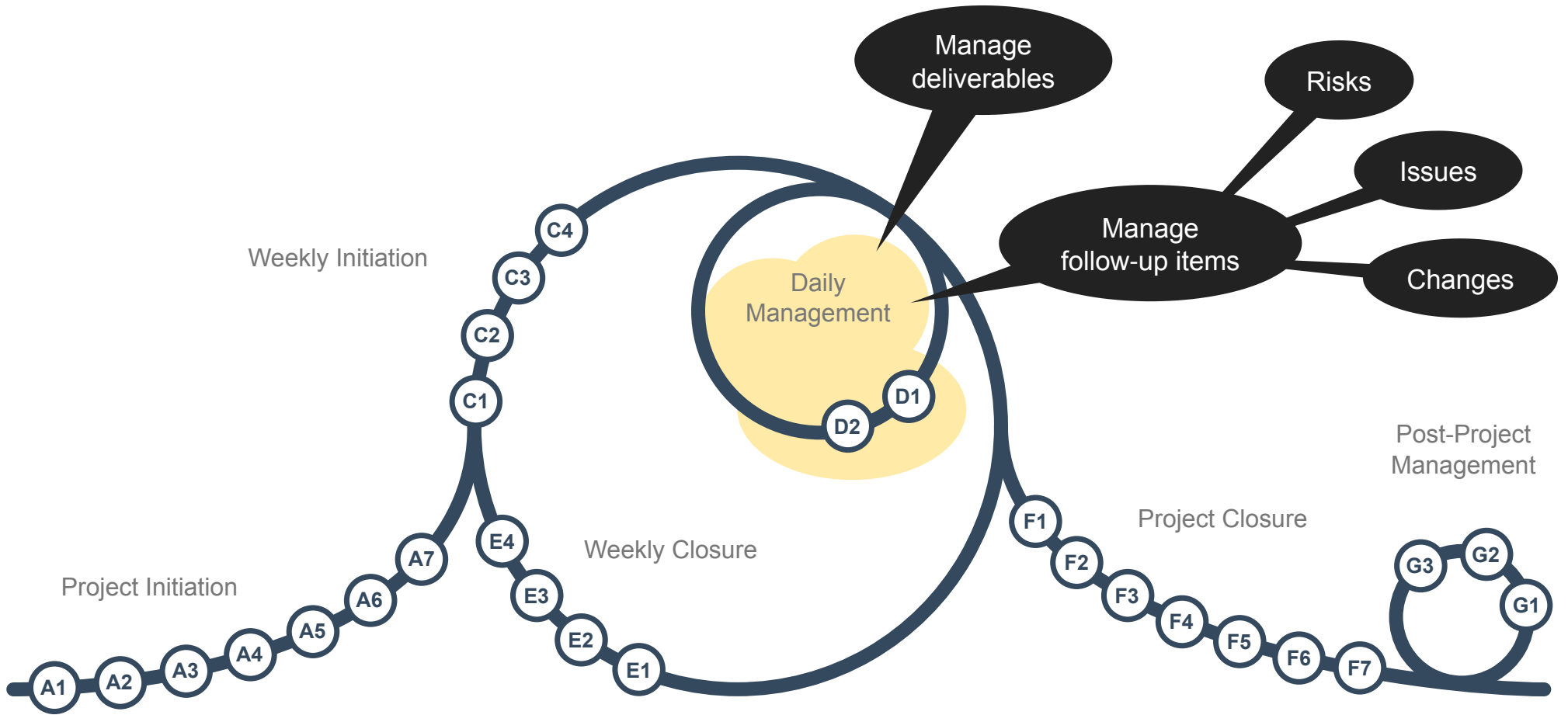
Post-Project Management

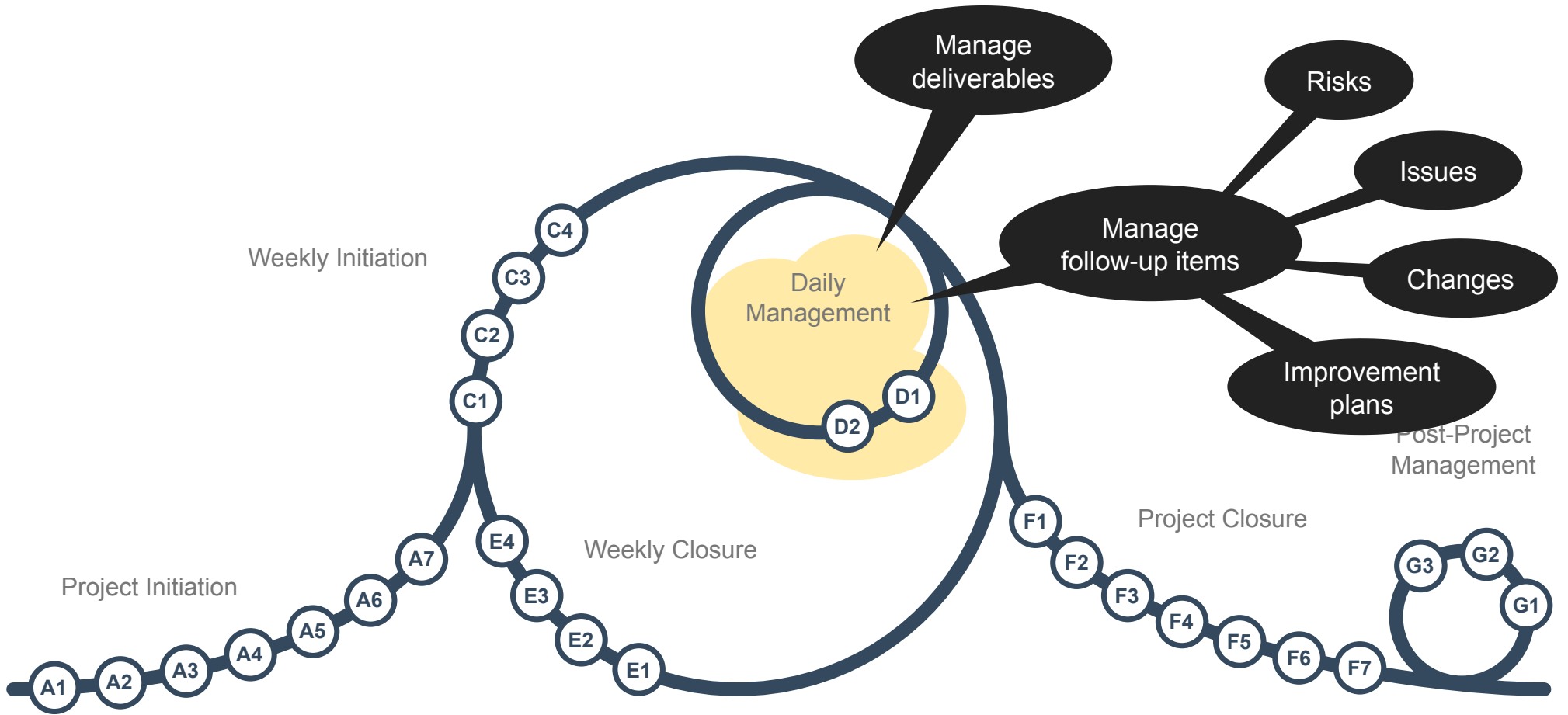


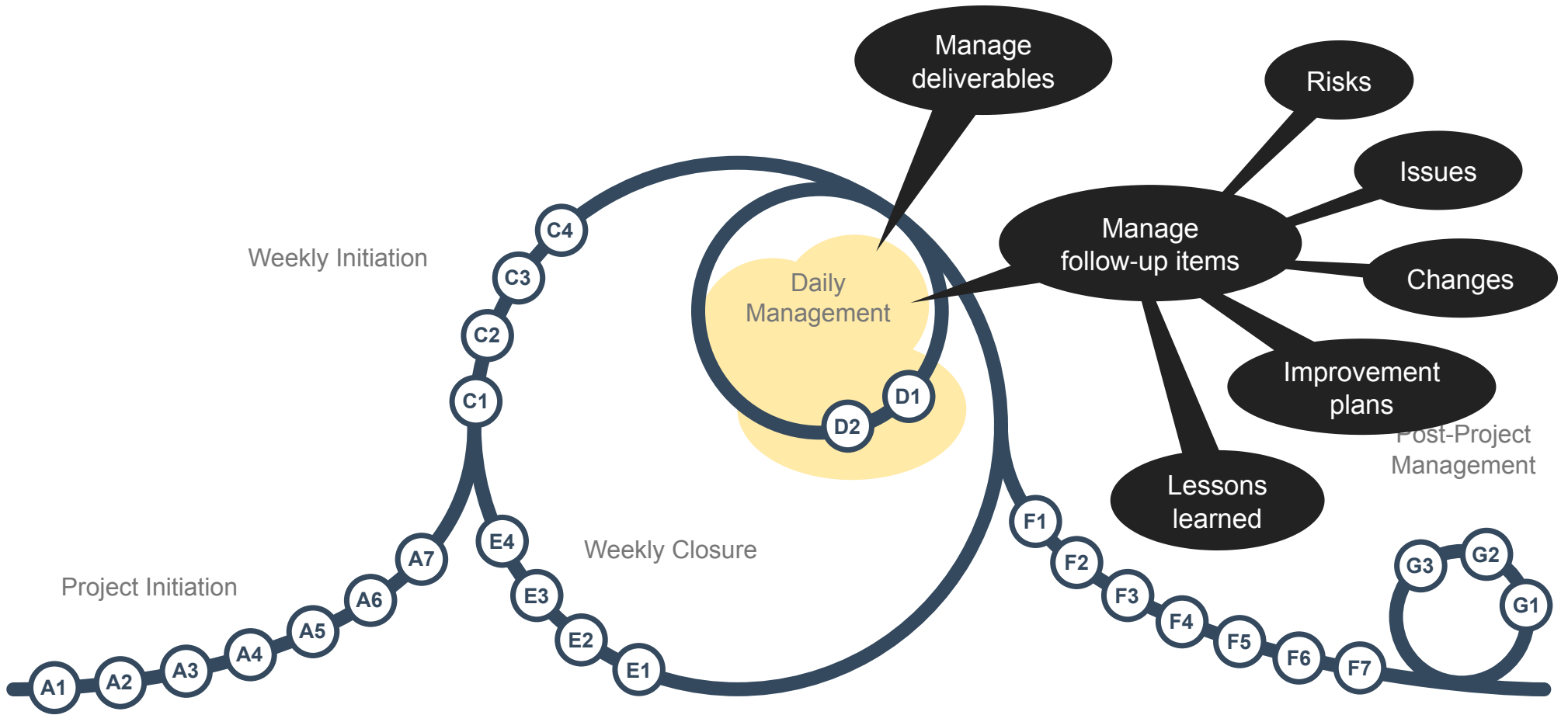


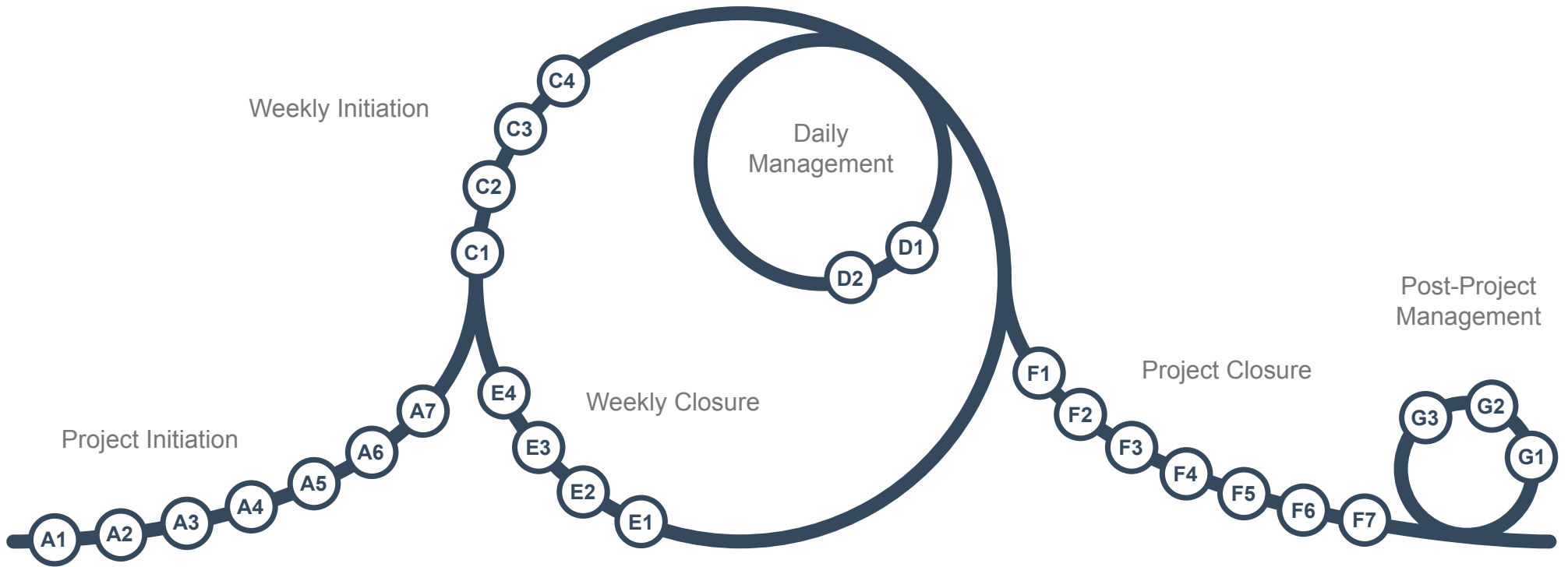












Weekly Initiation

Daily Management

Post-Project Management

Project Initiation

Weekly Closure

Project Closure

A1

A2

A3

A4

A5

A6

A7

C1

C2

C3

C4

D2

D1

E4

E3

E2

E1

F1

F2

F3

F4

F5

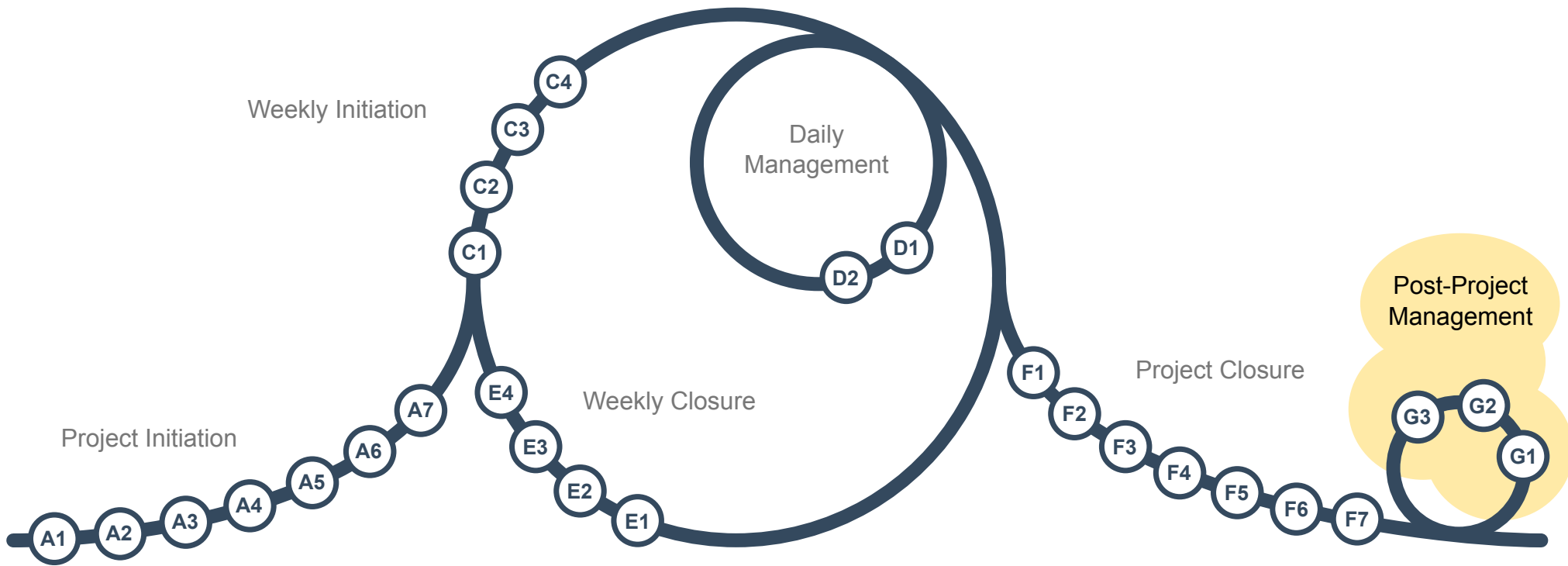
F6

F7

G3

G2

G1



Weekly Initiation

Daily Management

Project Closure

Post-Project Management

Project Initiation

Weekly Closure

A1

A2

A3

A4

A5

A6

A7

C1

C2

C3

C4

D2

D1

E4

E3

E2

E1

F1

F2

F3

F4

F5

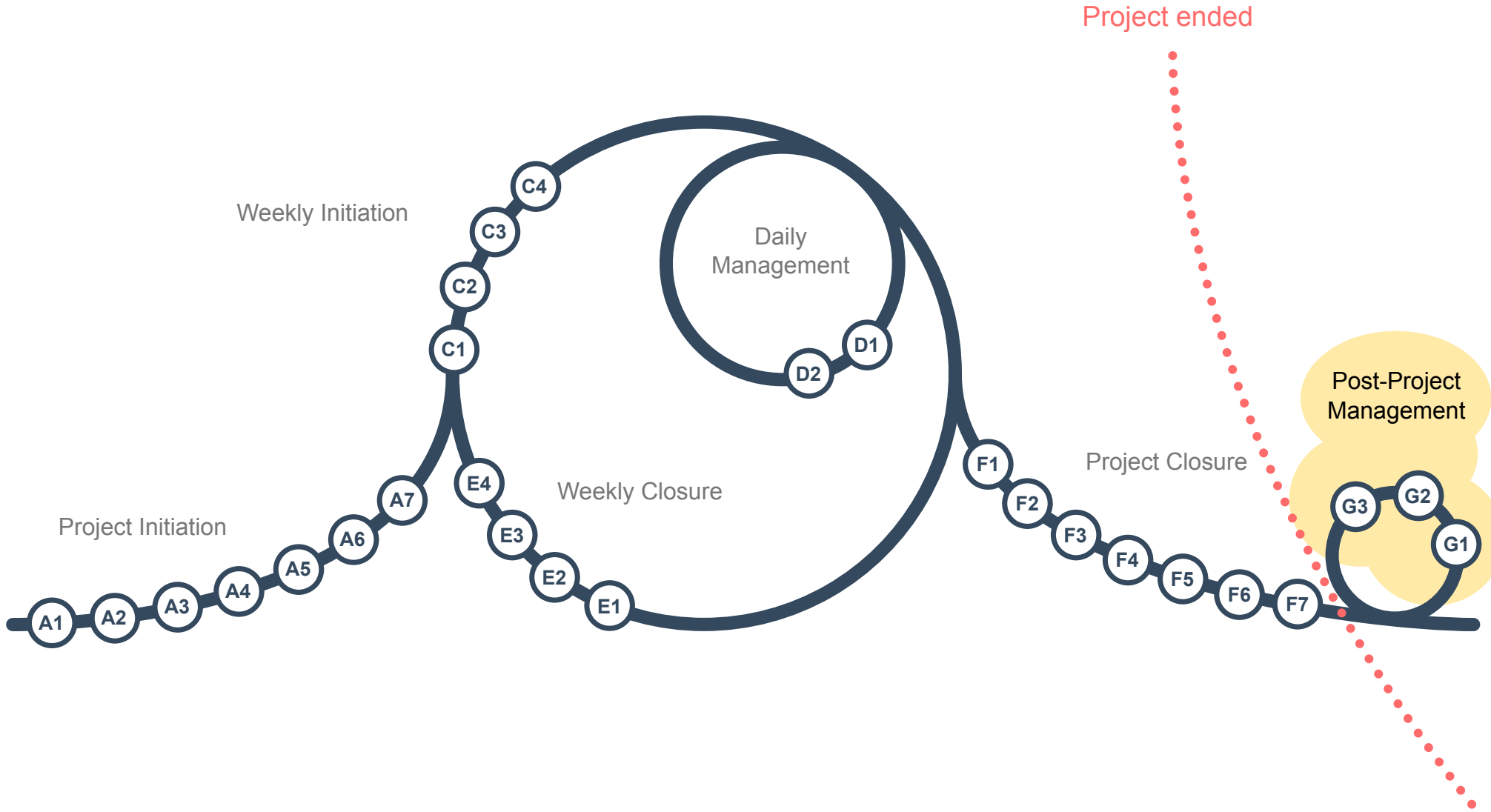
F6

F7

G3

G2

G1



Project ended

Weekly Initiation

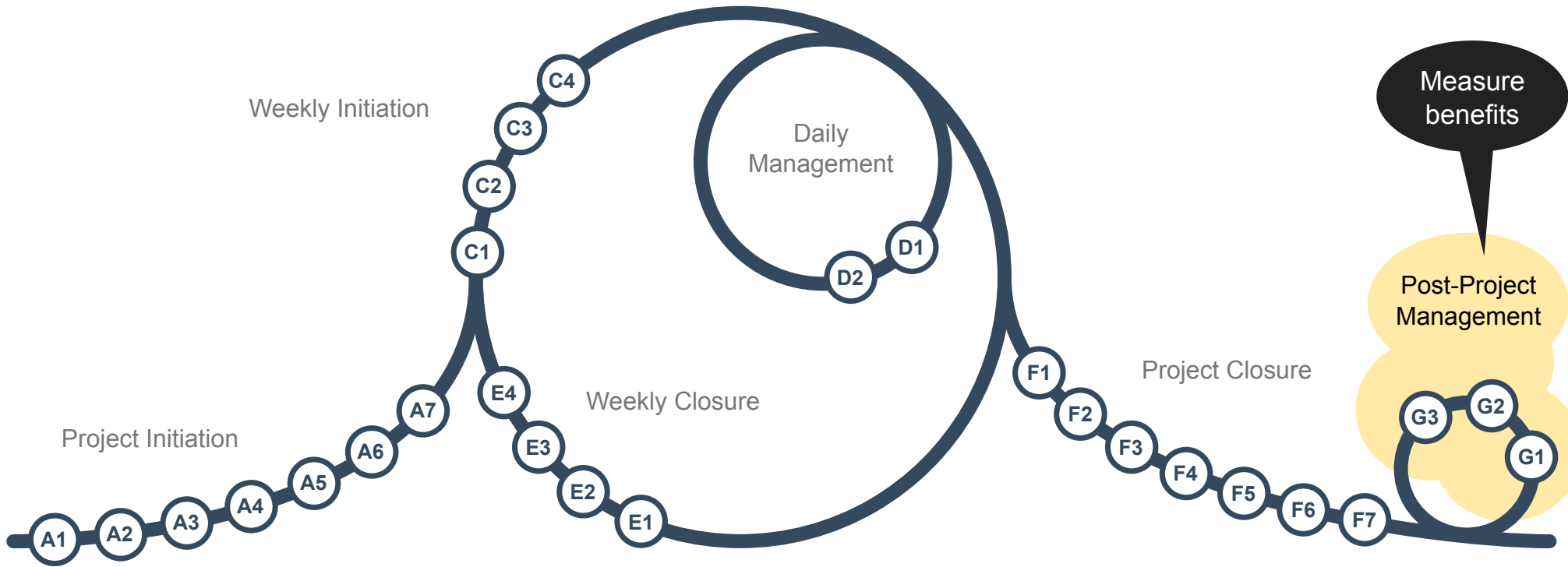
Daily Management

Weekly Closure

Project Initiation

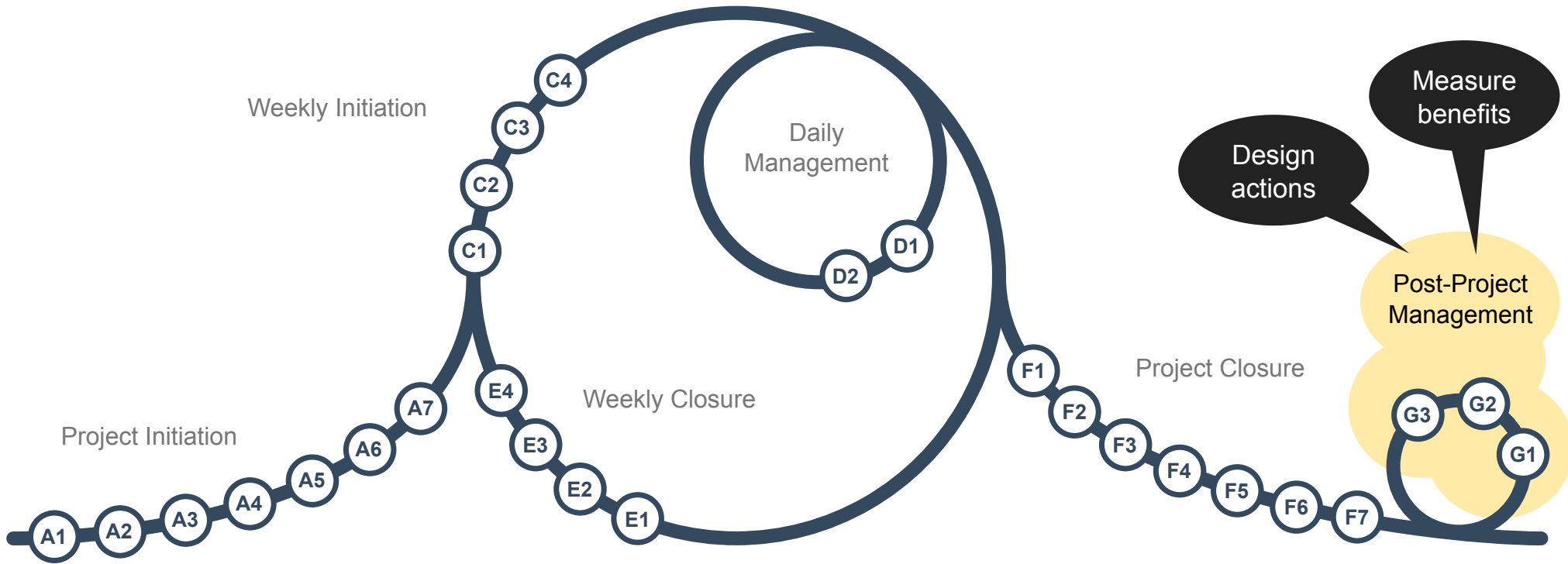
Project Closure

Post-Project Management



Measure benefits

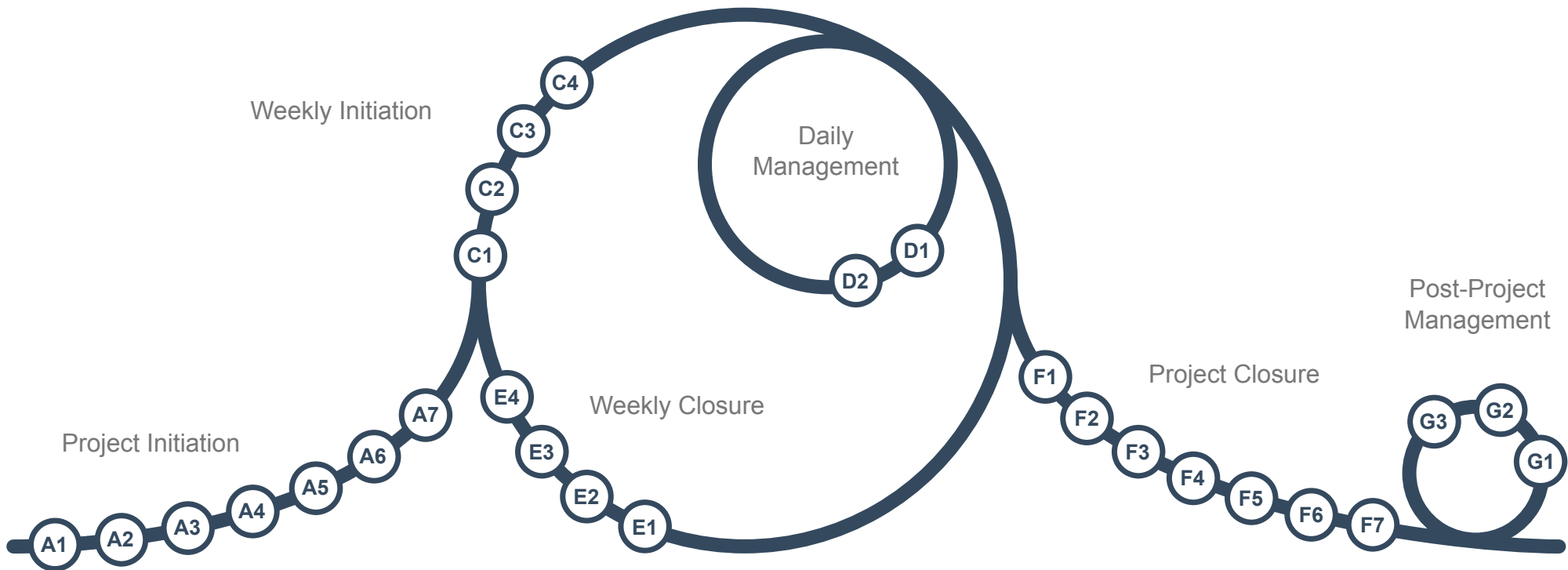
Post-Project Management



Design actions

Measure benefits

Post-Project Management



① High-level overview



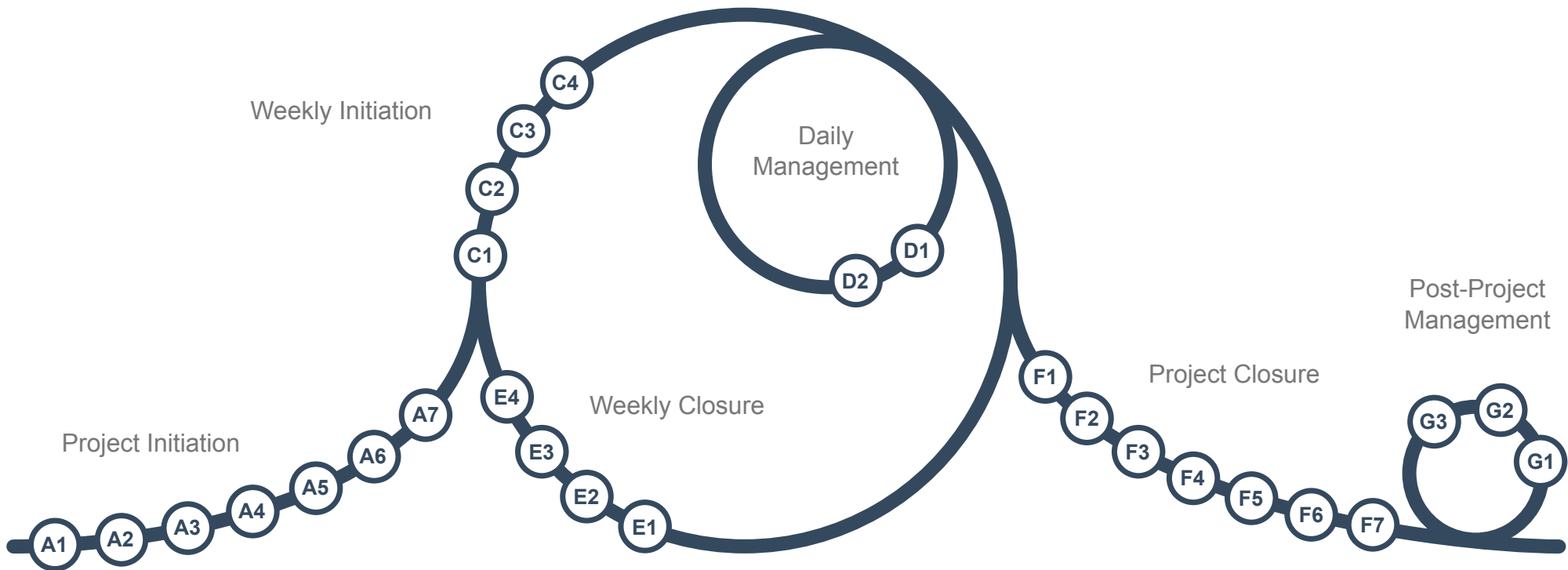
② Full review

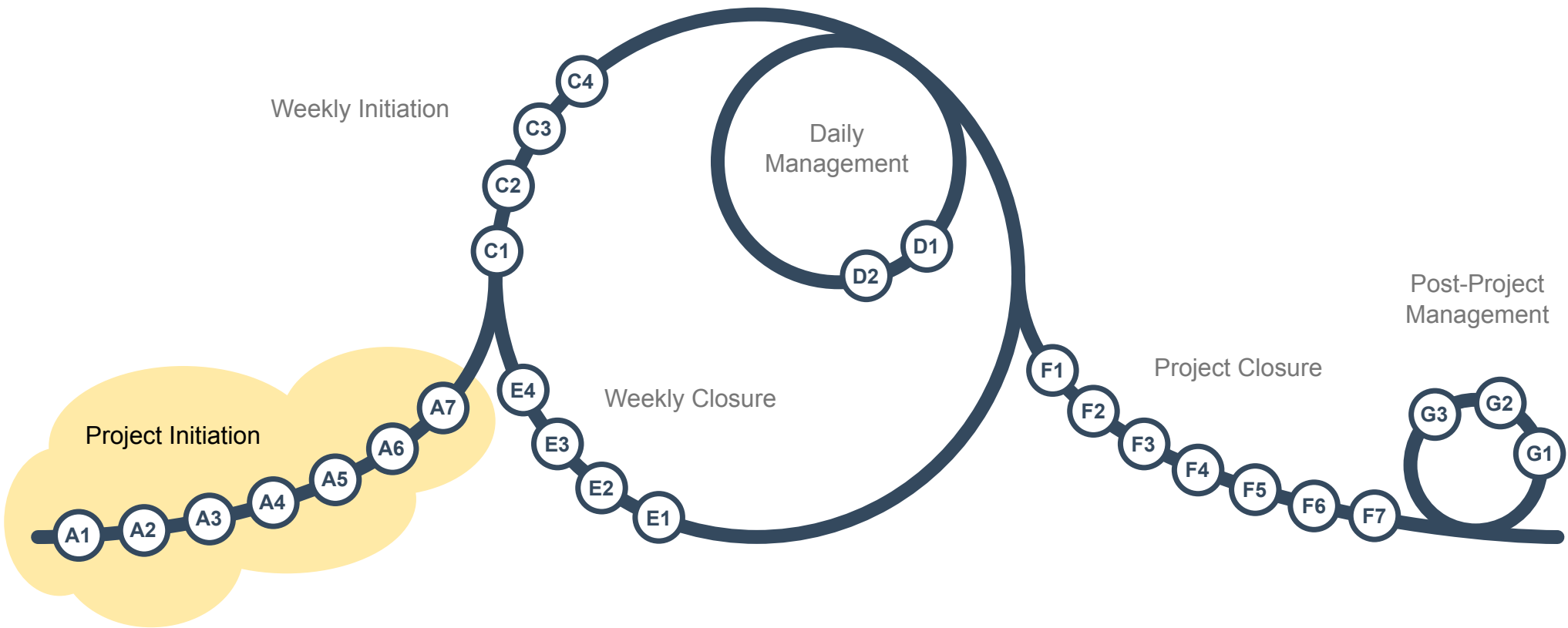
③ NUPP

④ Tailoring

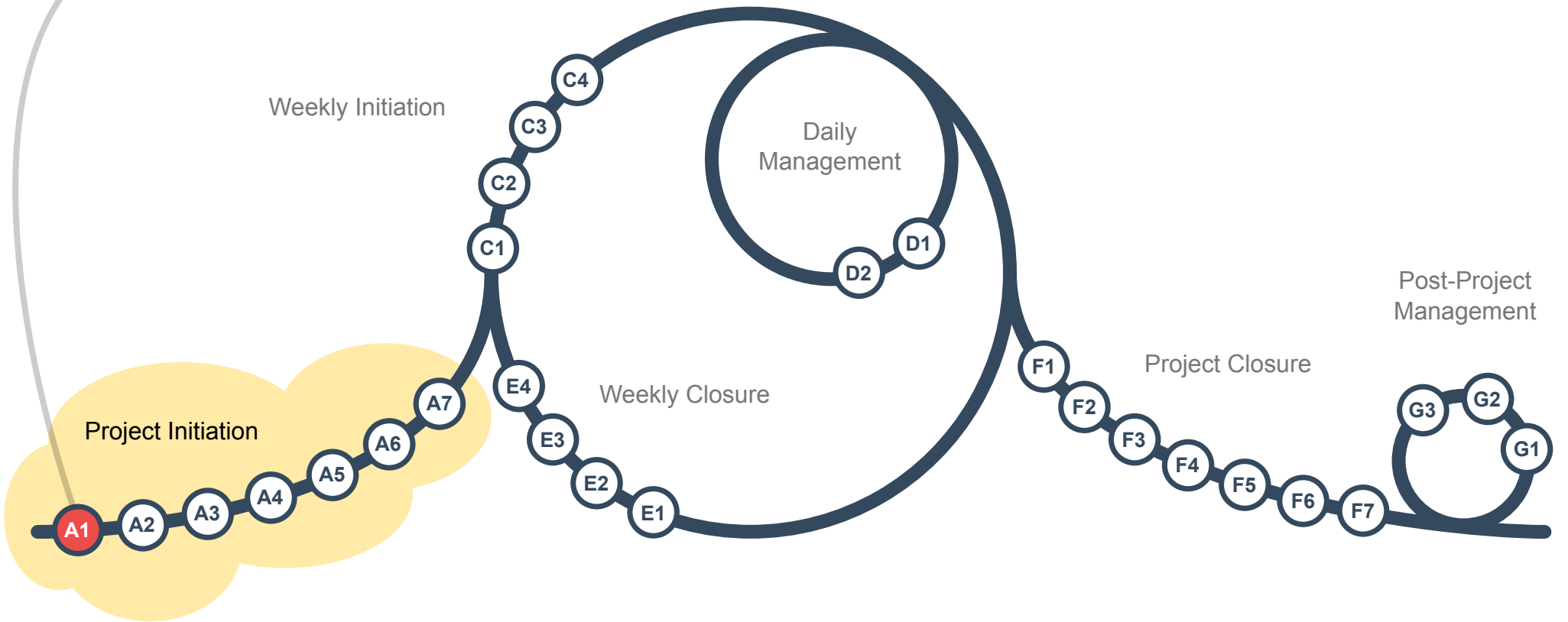
⑤ Context

⑥ Certification

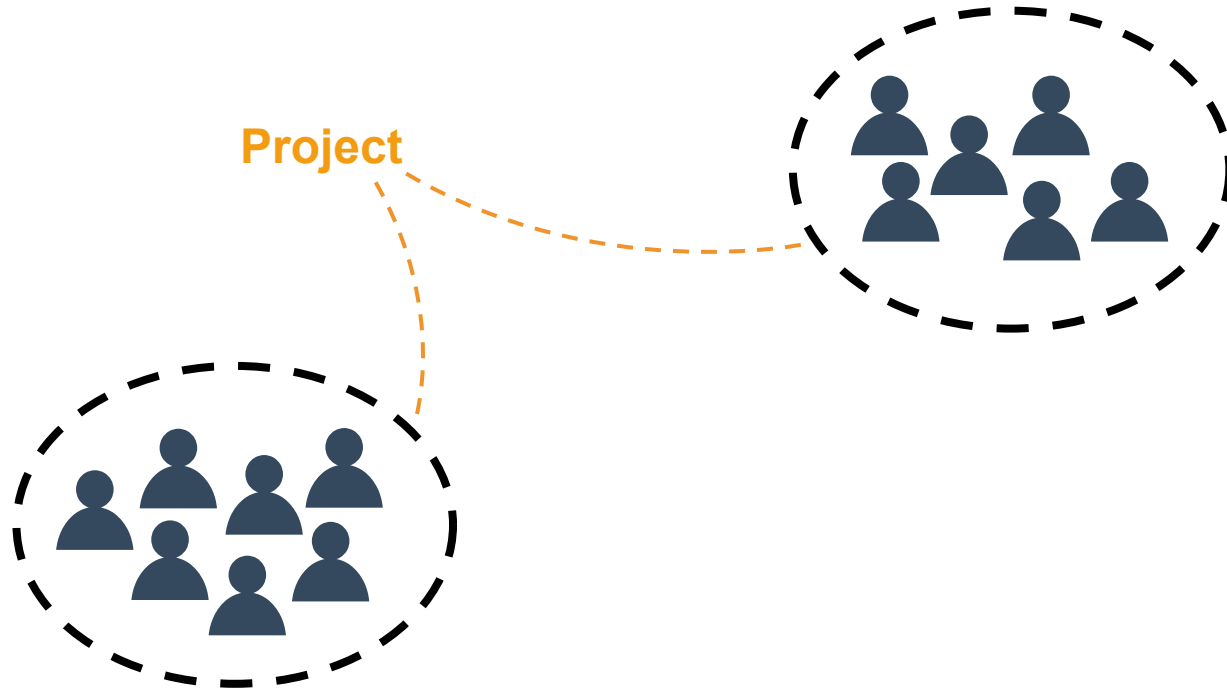




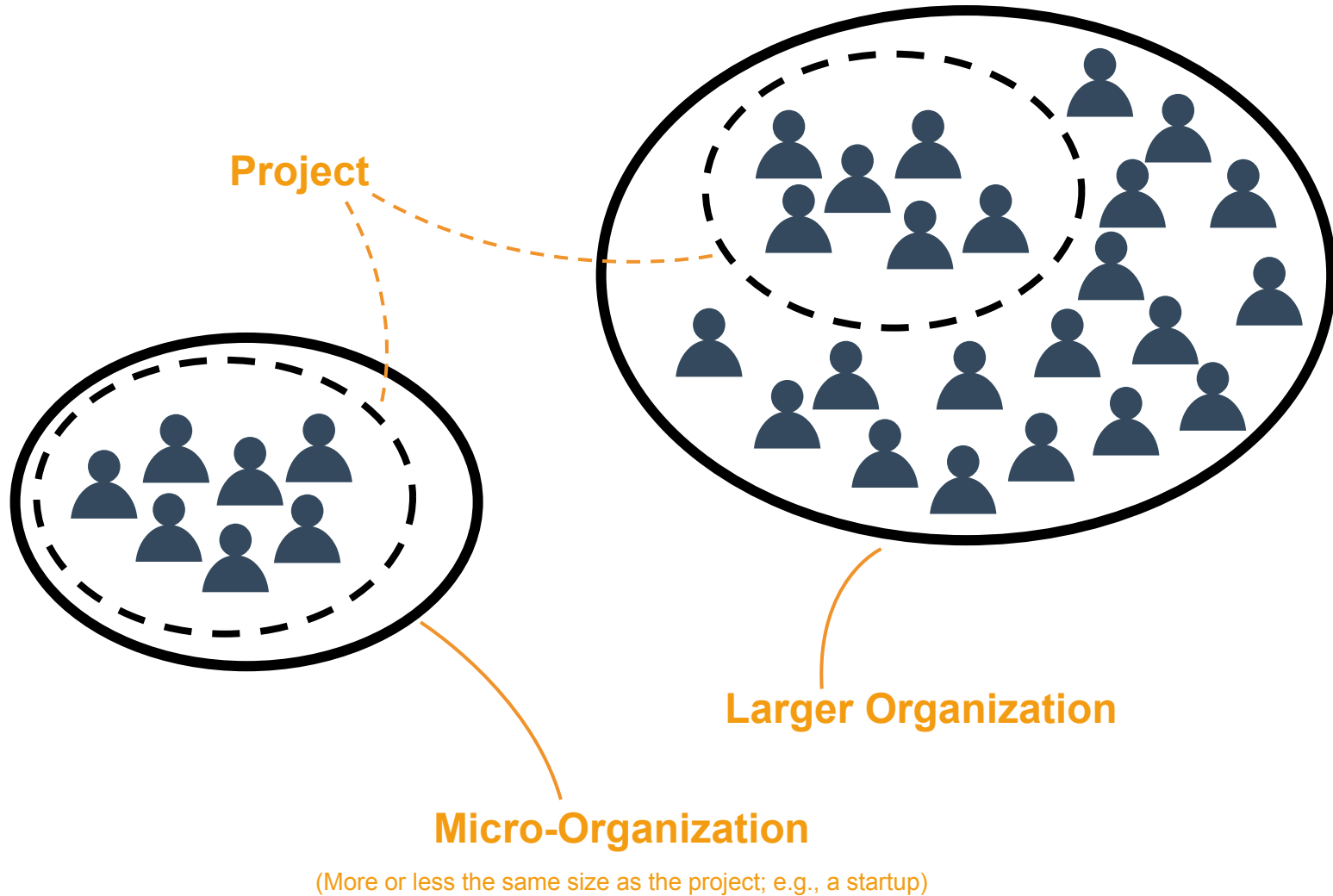
Identify the high-level decision maker(s)



A1 - Identify the high-level decision maker(s)



A1 - Identify the high-level decision maker(s)

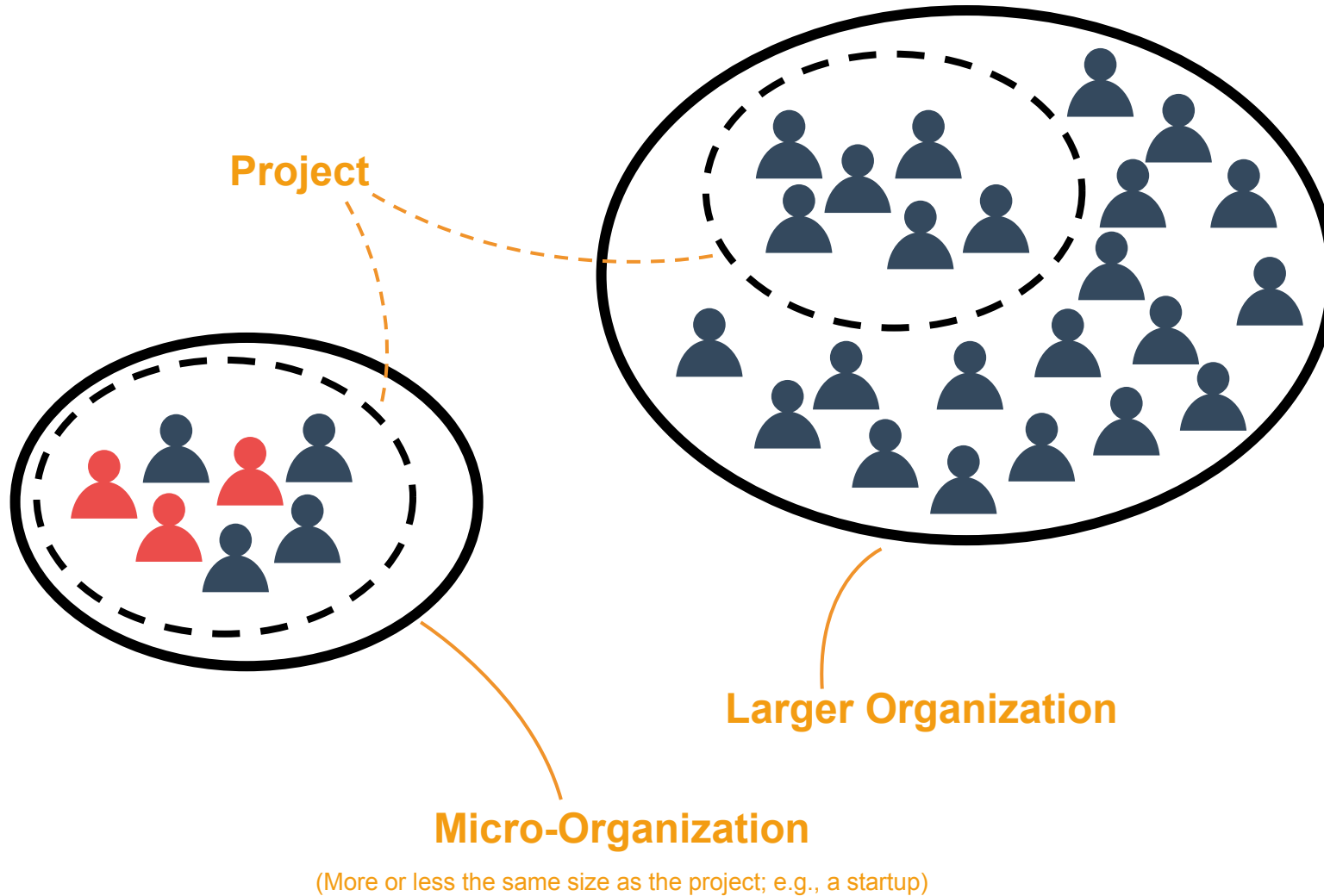


Micro-Organization

(More or less the same size as the project; e.g., a startup)

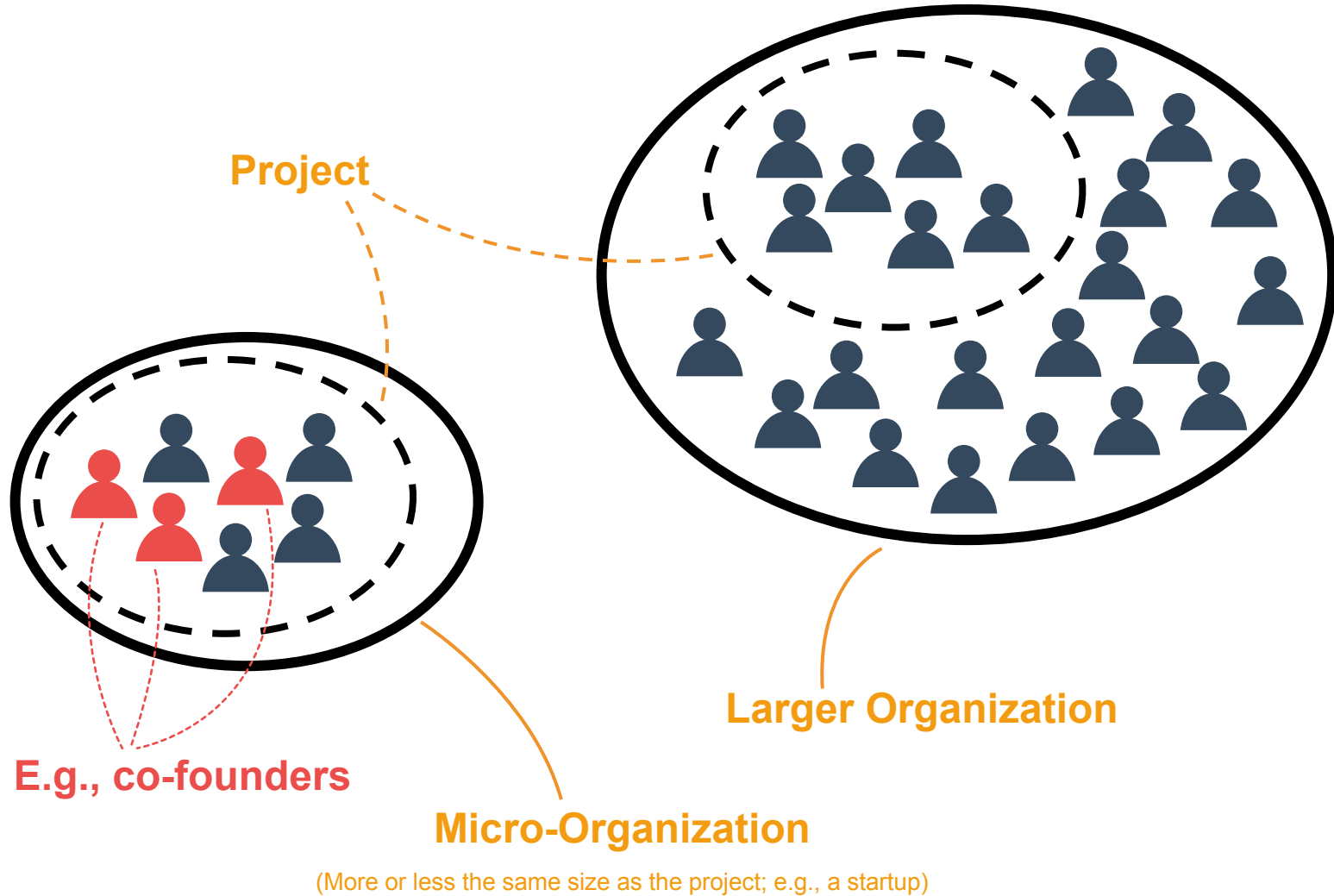
Larger Organization

A1 - Identify the high-level decision maker(s)



(More or less the same size as the project; e.g., a startup)

A1 - Identify the high-level decision maker(s)



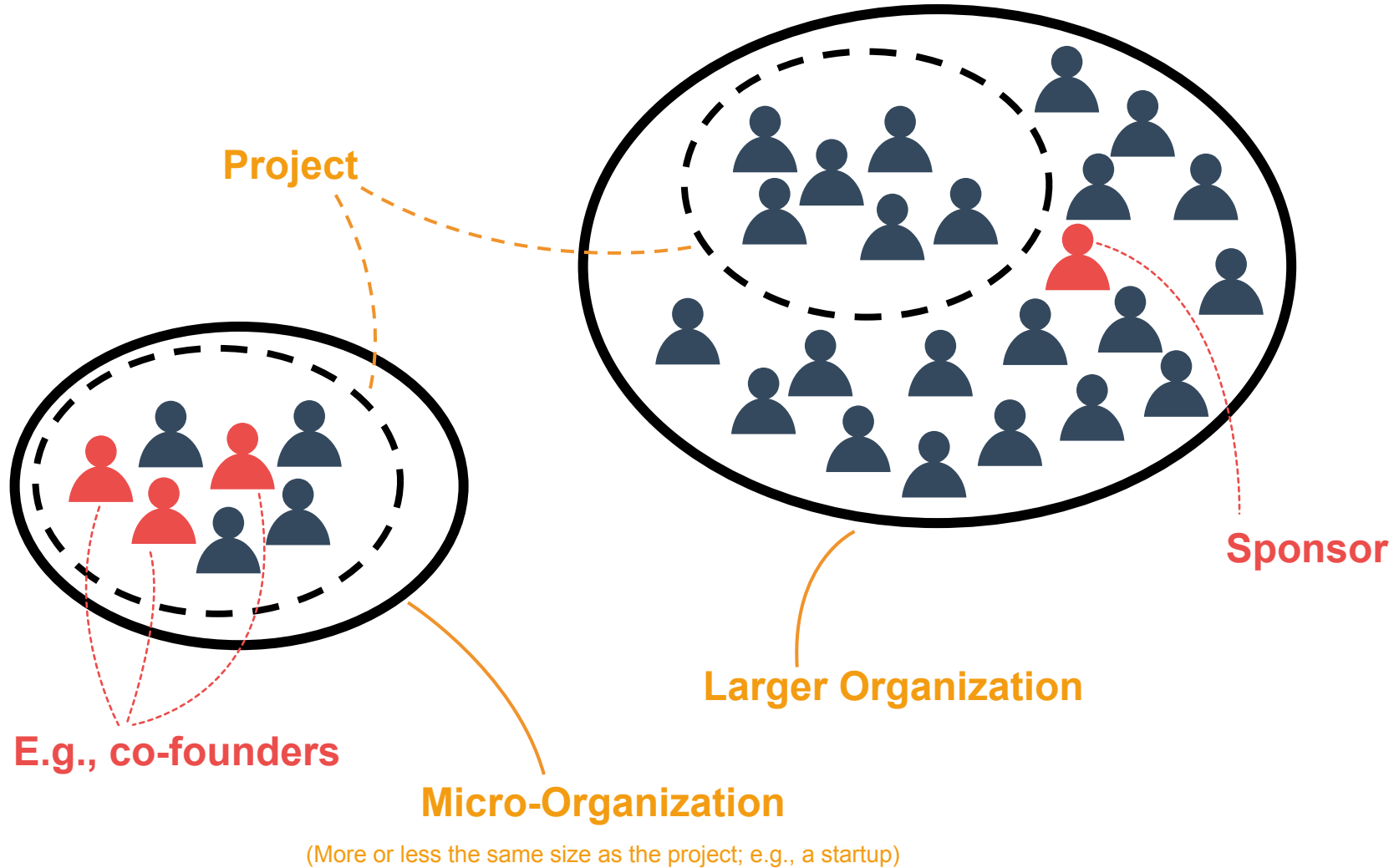
E.g., co-founders

Micro-Organization

(More or less the same size as the project; e.g., a startup)

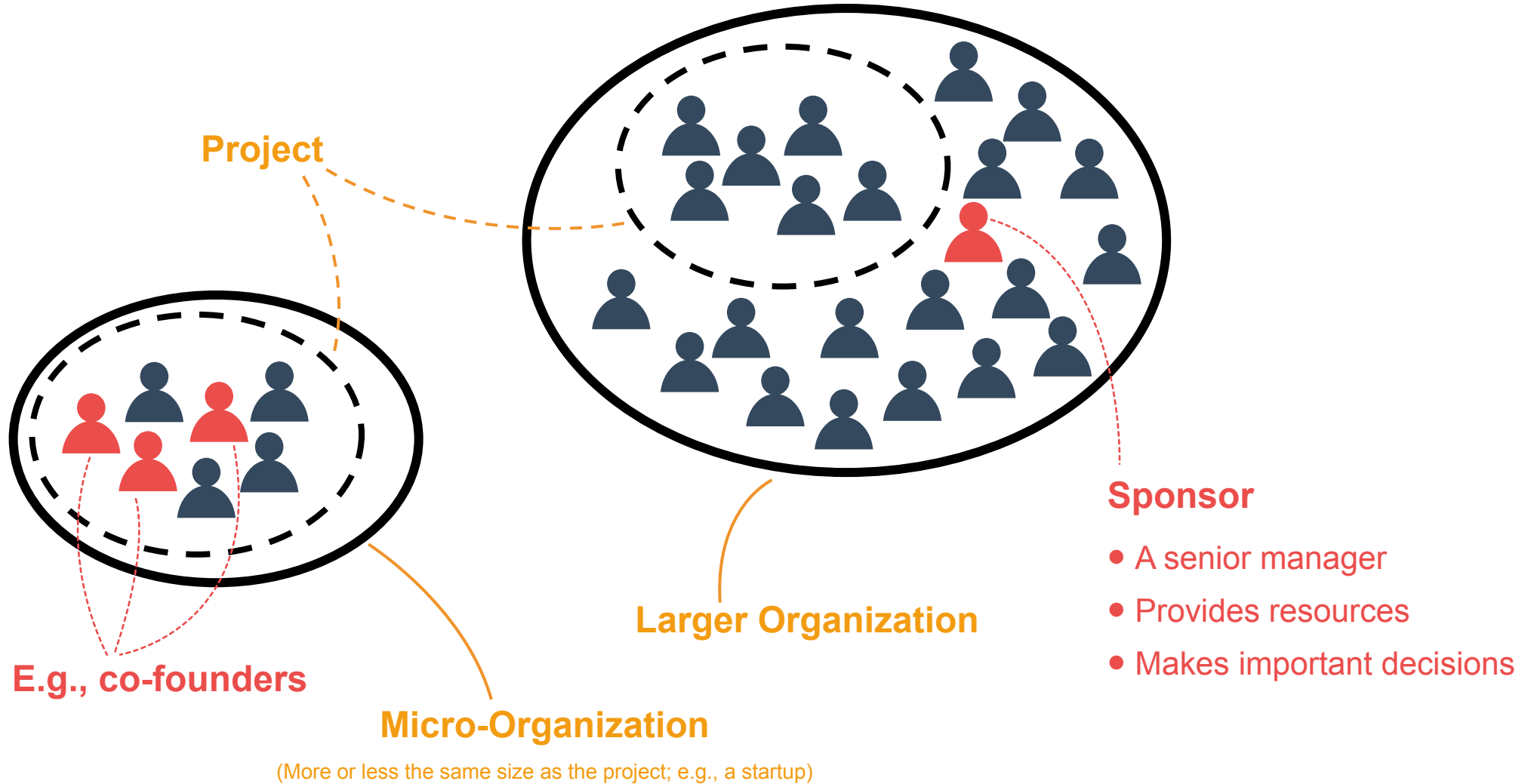
Larger Organization

A1 - Identify the high-level decision maker(s)

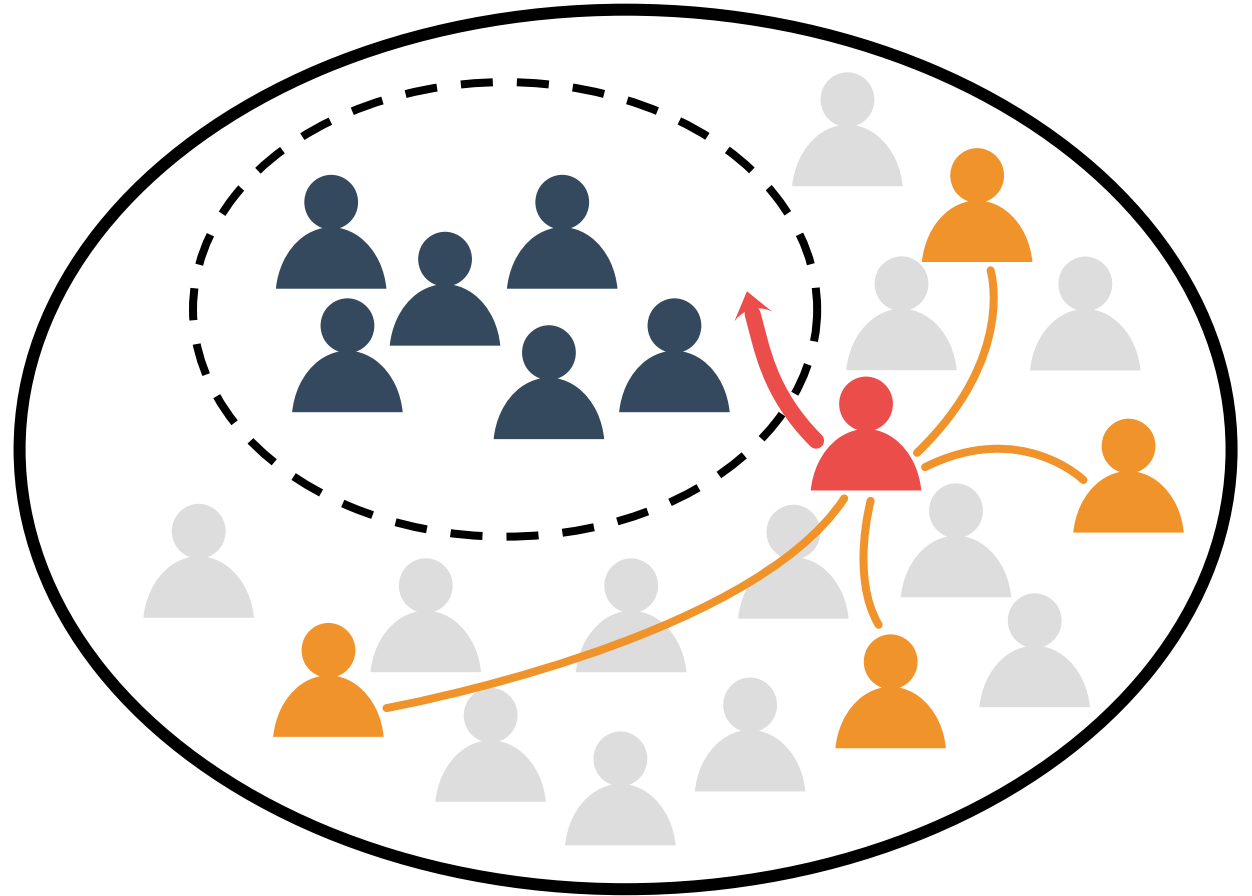


(More or less the same size as the project; e.g., a startup)

A1 - Identify the high-level decision maker(s)



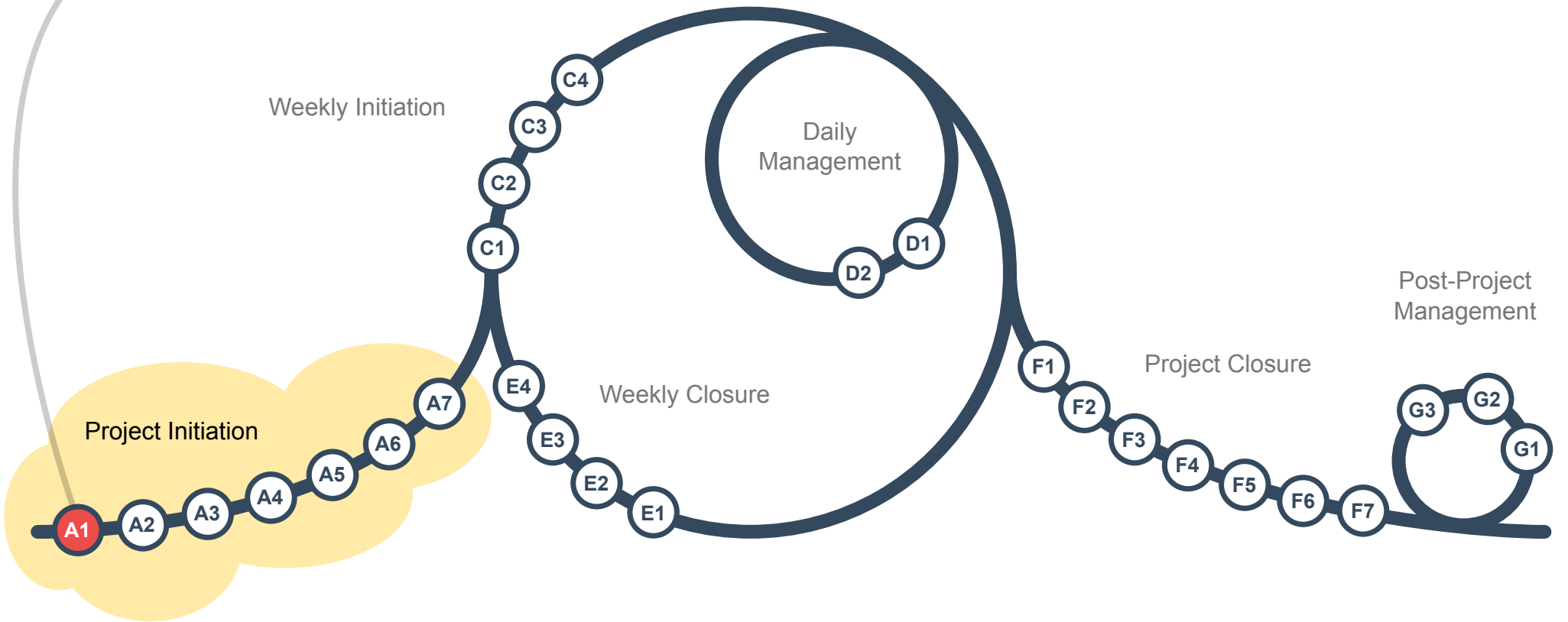
A1 - Identify the high-level decision maker(s)



For decisions,
the team is only in touch with the sponsor.

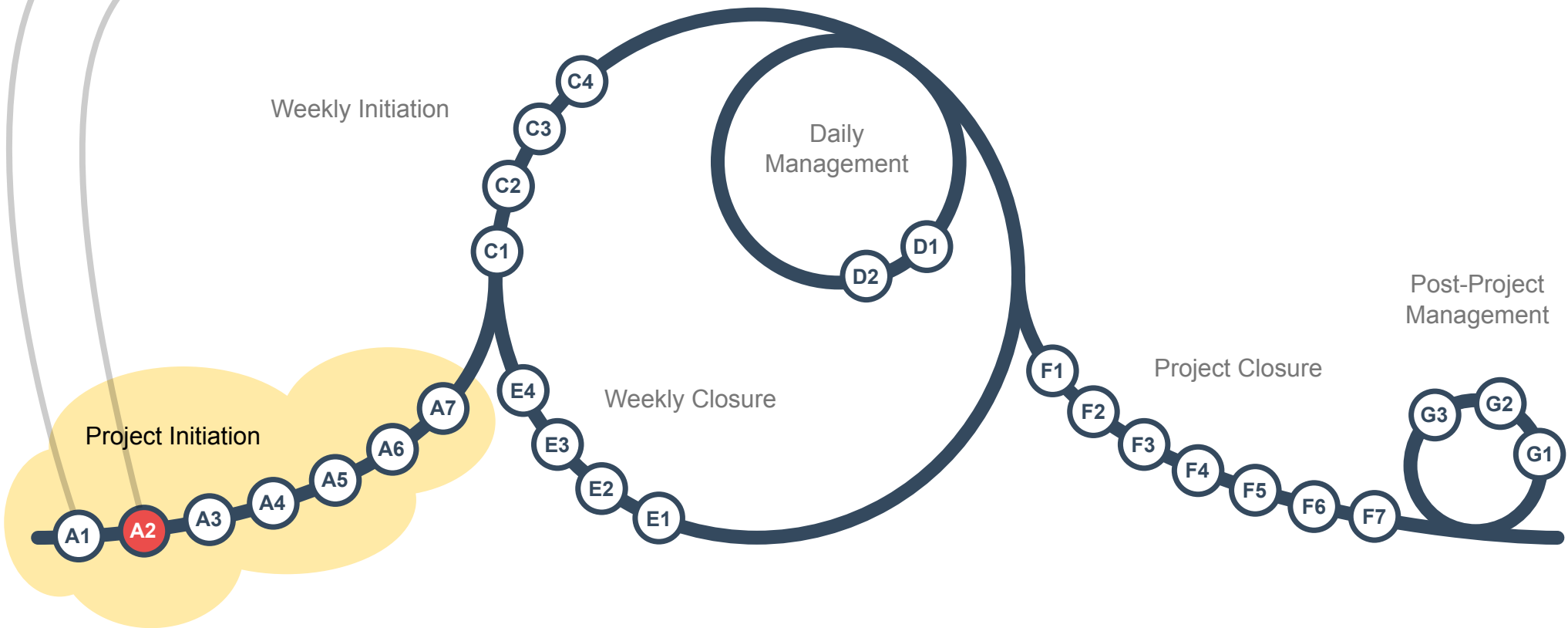
(If more people should to be involved, the sponsor will take care of that.)

Identify the high-level decision maker(s)

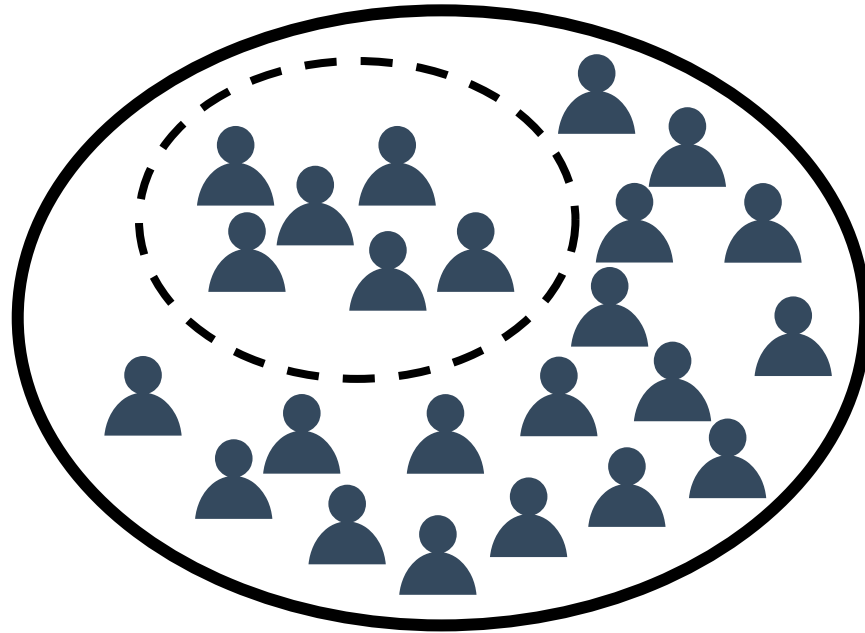


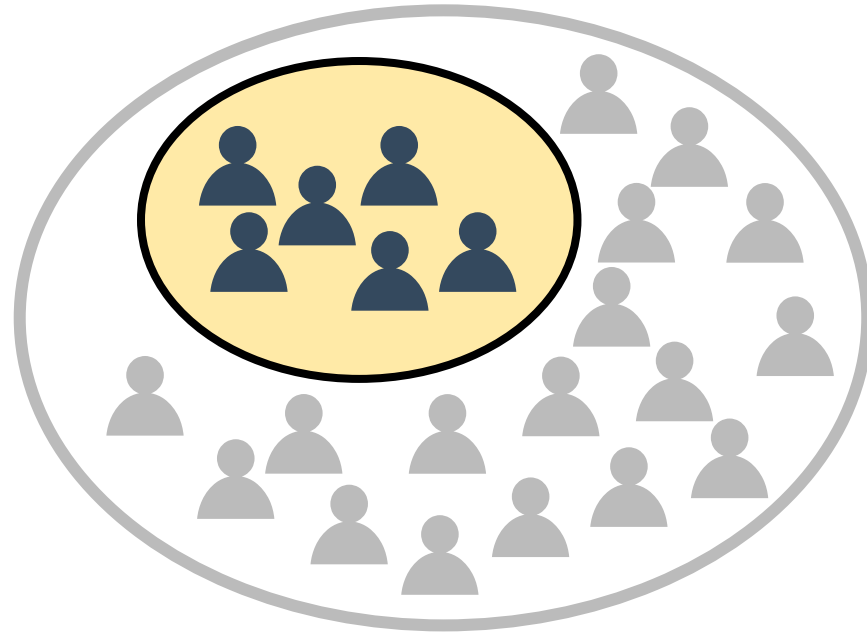
Identify the high-level decision maker(s)

Understand and distribute the hats



A2 - Understand and distribute the hats

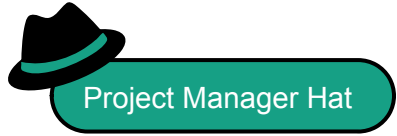
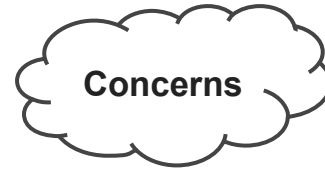




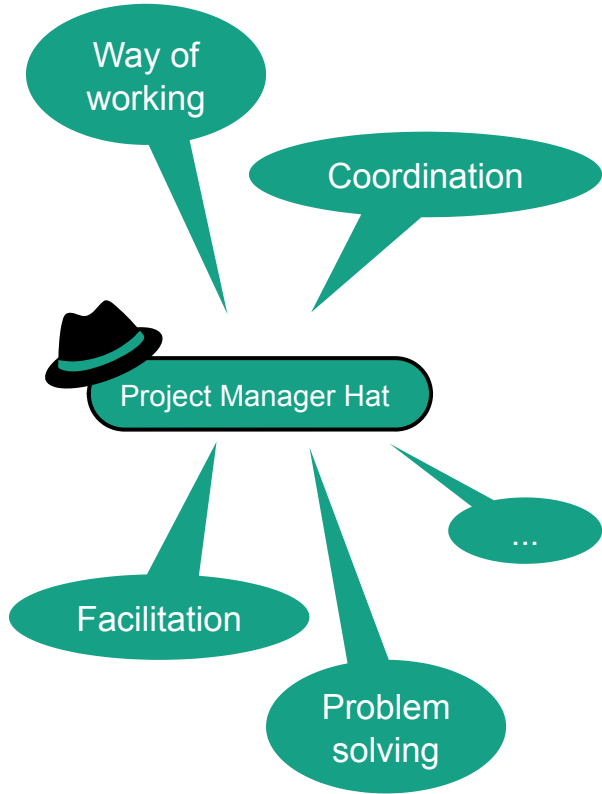
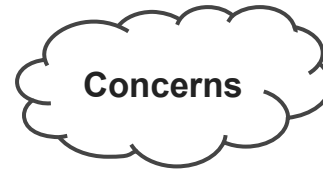
Team members should be officially appointed to the project.

(Instead of appointing tasks to departments)

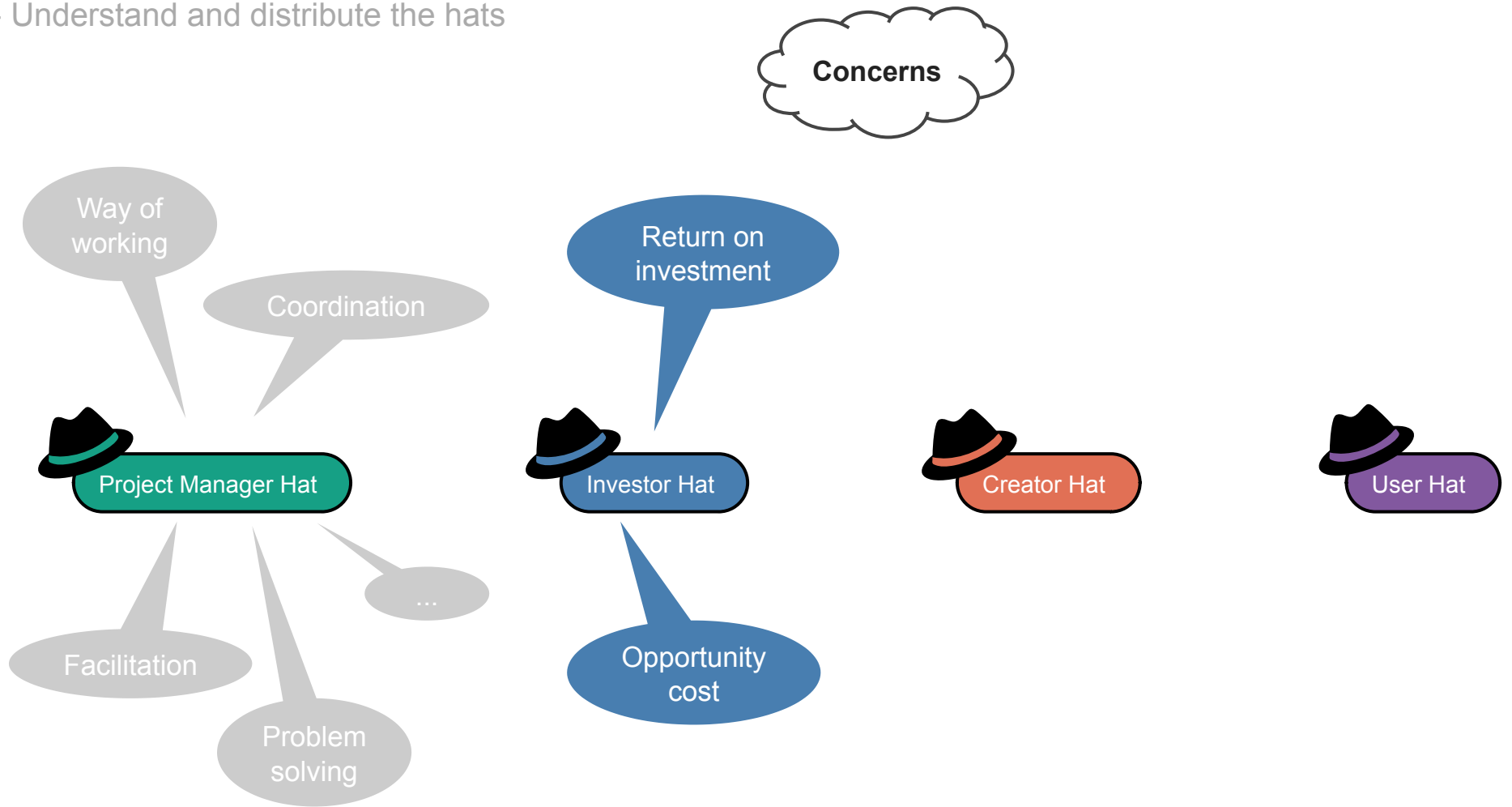
A2 - Understand and distribute the hats



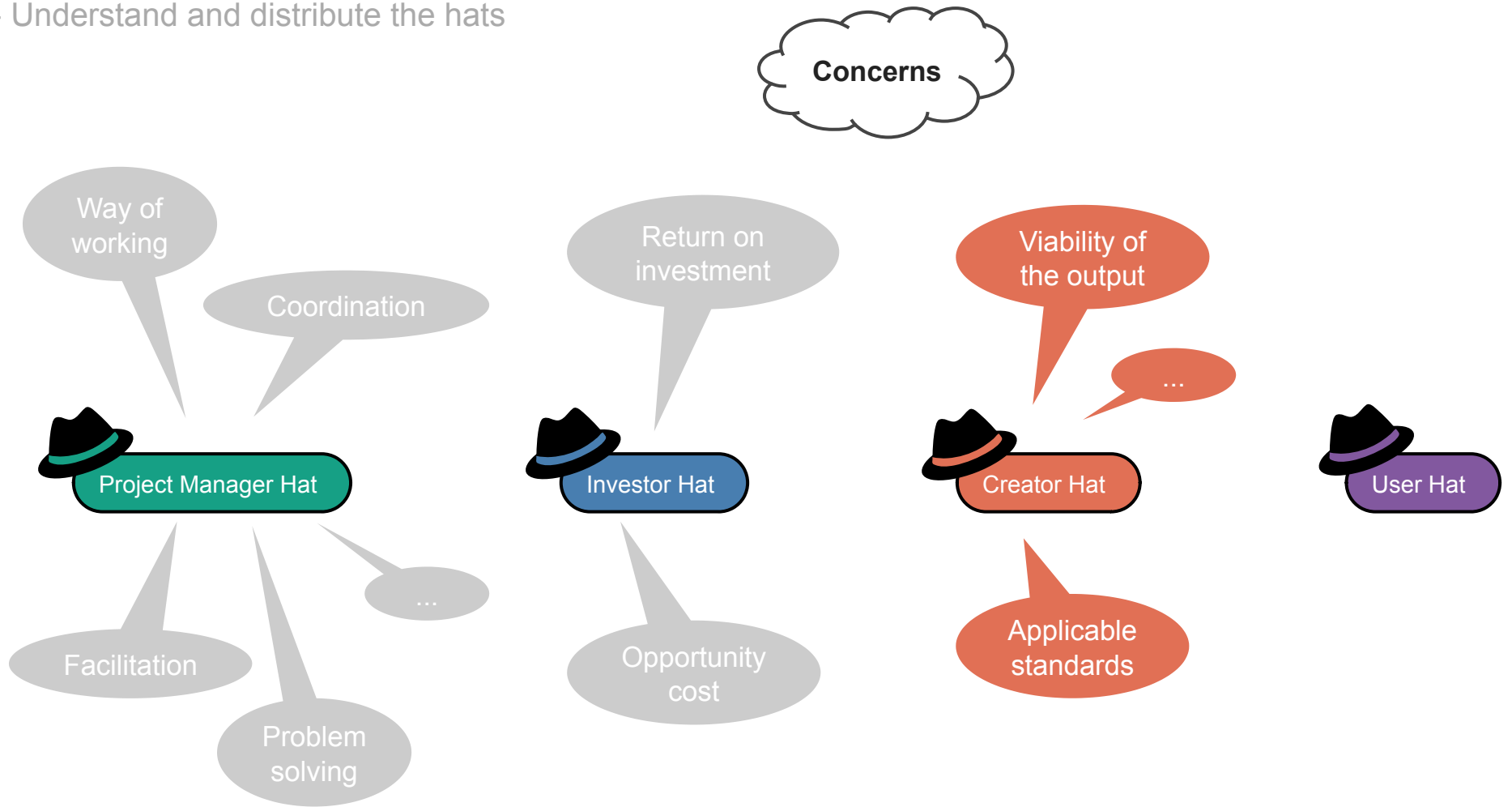
A2 - Understand and distribute the hats



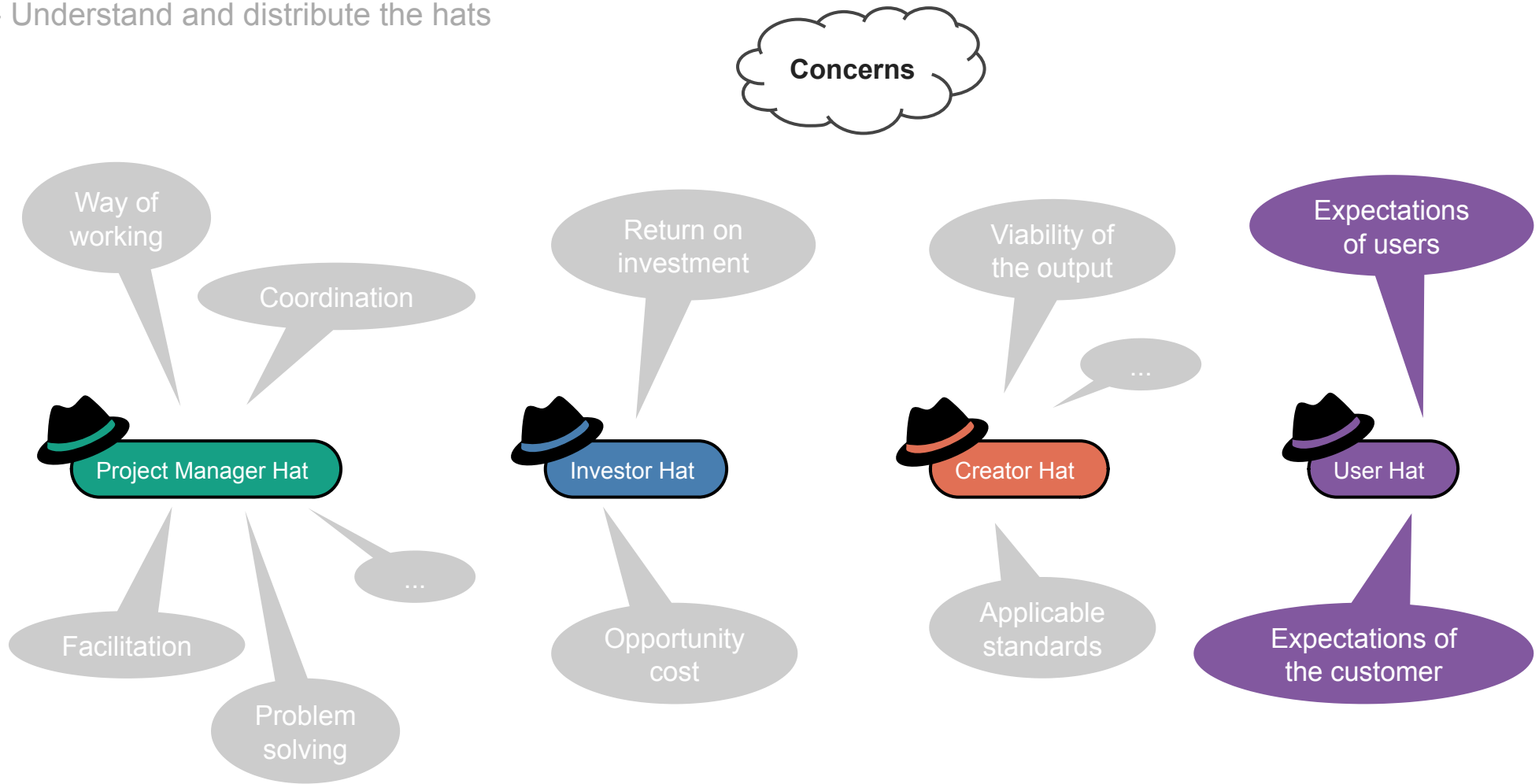
A2 - Understand and distribute the hats



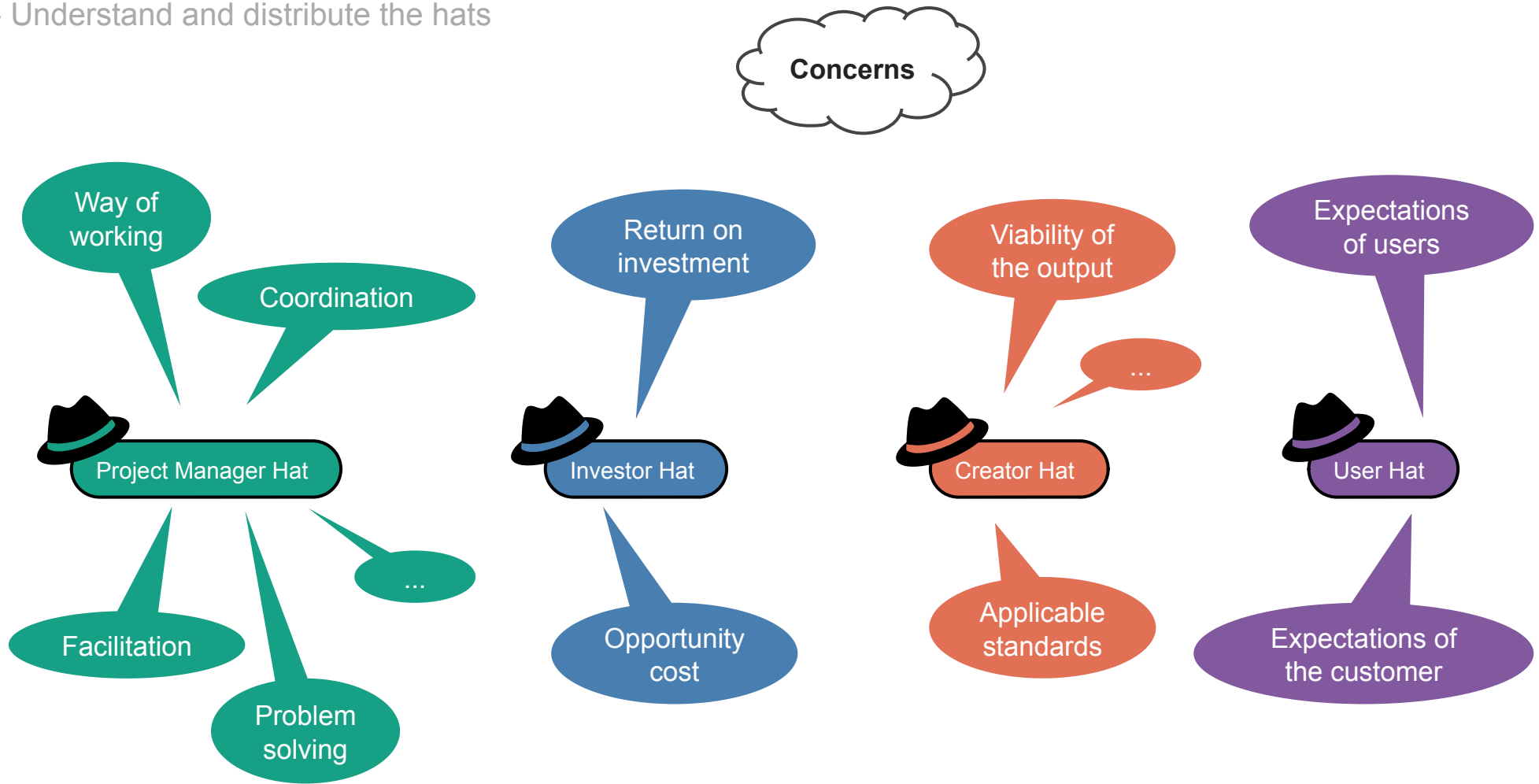
A2 - Understand and distribute the hats



A2 - Understand and distribute the hats



A2 - Understand and distribute the hats





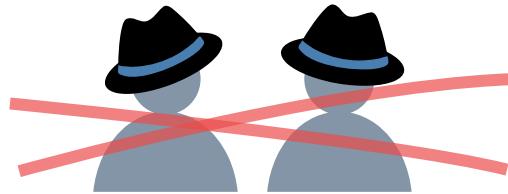
Expressing concerns

~~(Decision making) authority~~

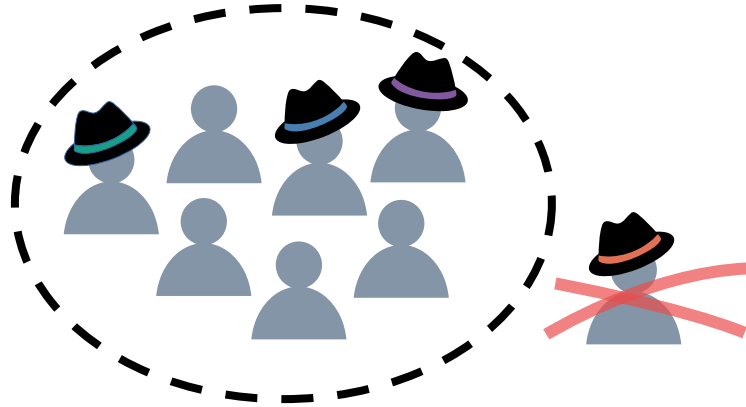


✓ Making sure concerns are addressed

~~Addressing concerns~~

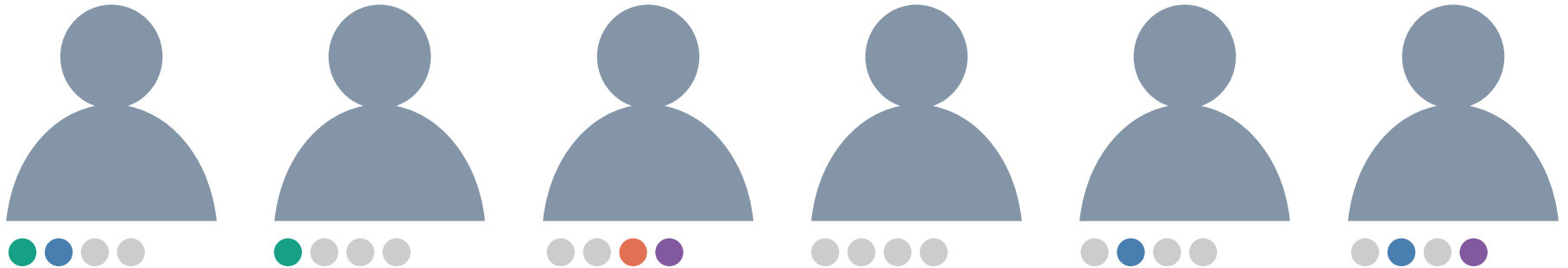


Only one person
wears the hat at any one time.



Only the team members
wear the hats

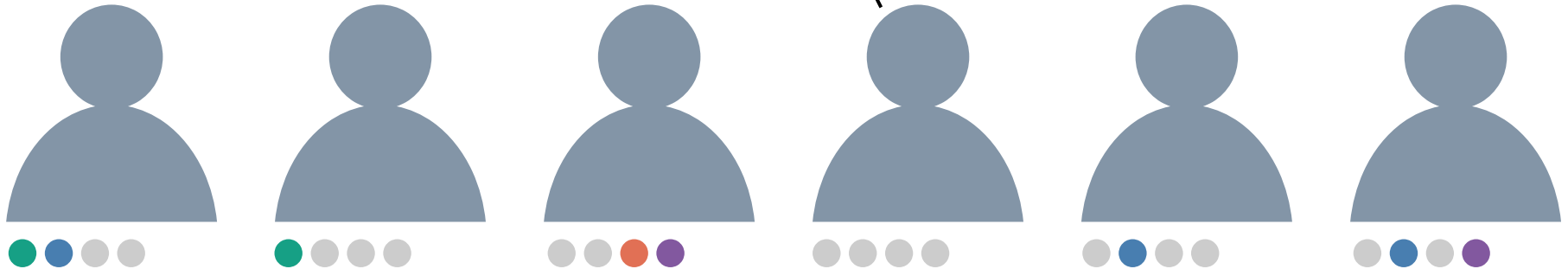
A2 - Understand and distribute the hats



Who is capable of and willing to wear each of the hats?

A2 - Understand and distribute the hats

Some people don't want to or can't wear any hats, and that's fine.

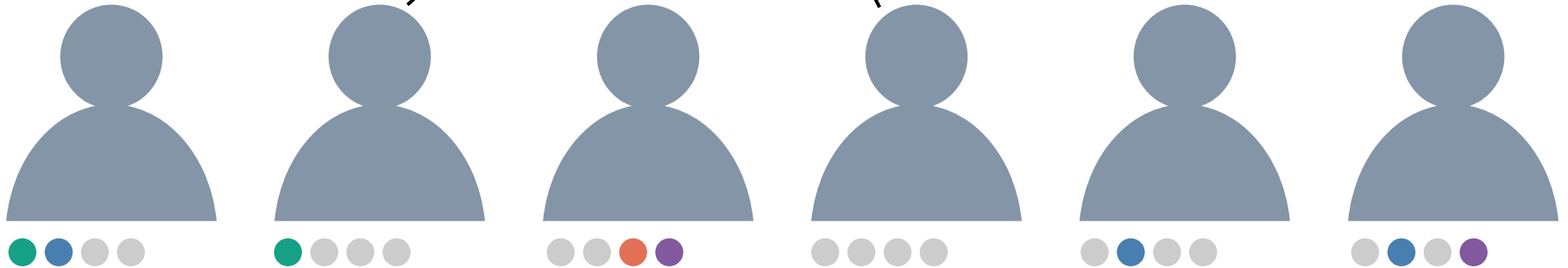


Who is capable of and willing to wear each of the hats?

A2 - Understand and distribute the hats

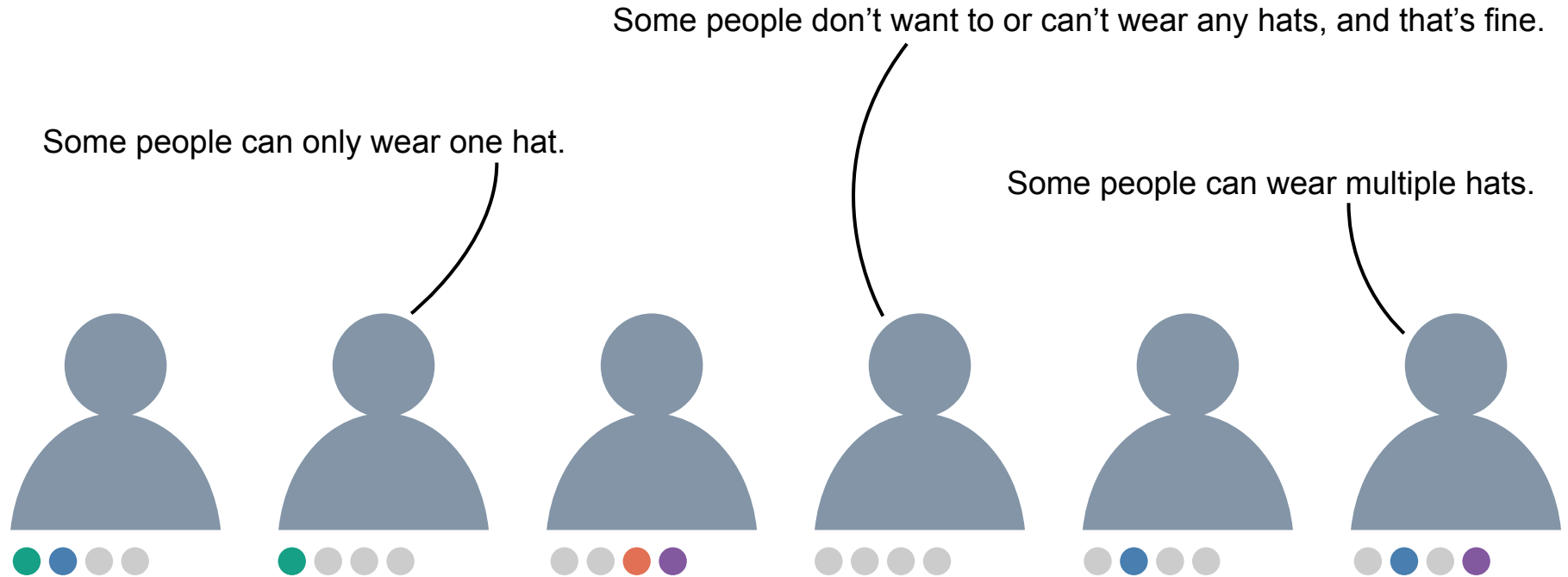
Some people don't want to or can't wear any hats, and that's fine.

Some people can only wear one hat.



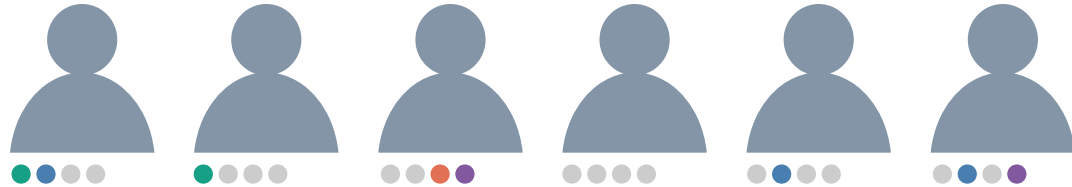
Who is capable of and willing to wear each of the hats?

A2 - Understand and distribute the hats



Who is capable of and willing to wear each of the hats?

A2 - Understand and distribute the hats



We prefer to swap hats frequently, if possible.

A2 - Understand and distribute the hats

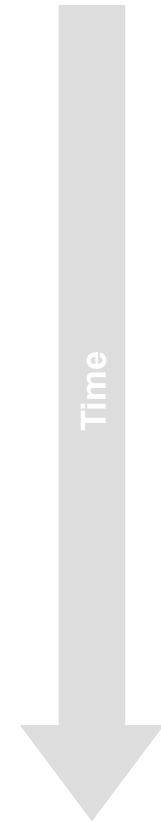
Project Initiation



Cycle 1



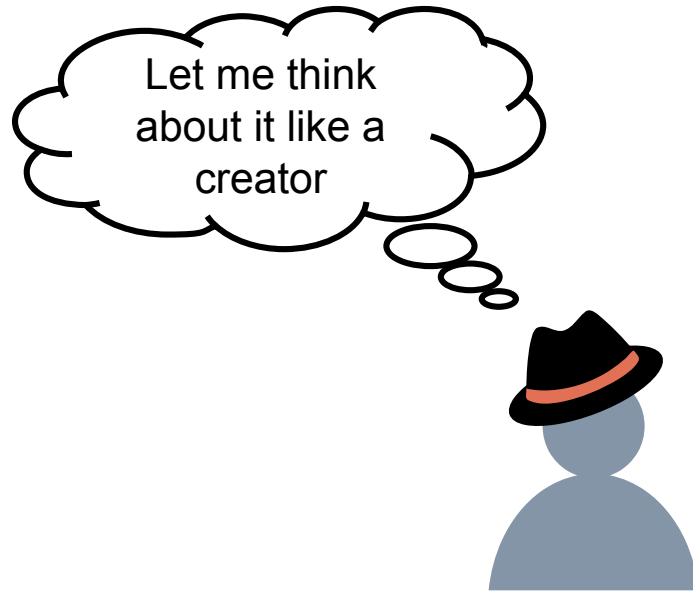
Cycle 2



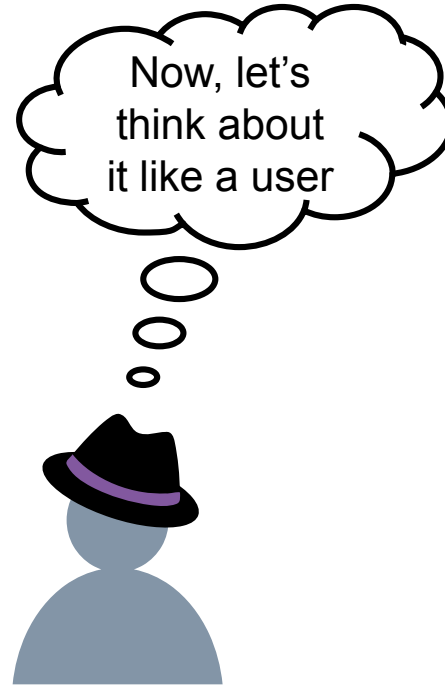
A2 - Understand and distribute the hats



In a single-person project, the person has to wear all the hats...



The single person should virtually switch hats all the time.



The single person should virtually switch hats all the time.



The single person should virtually switch hats all the time.



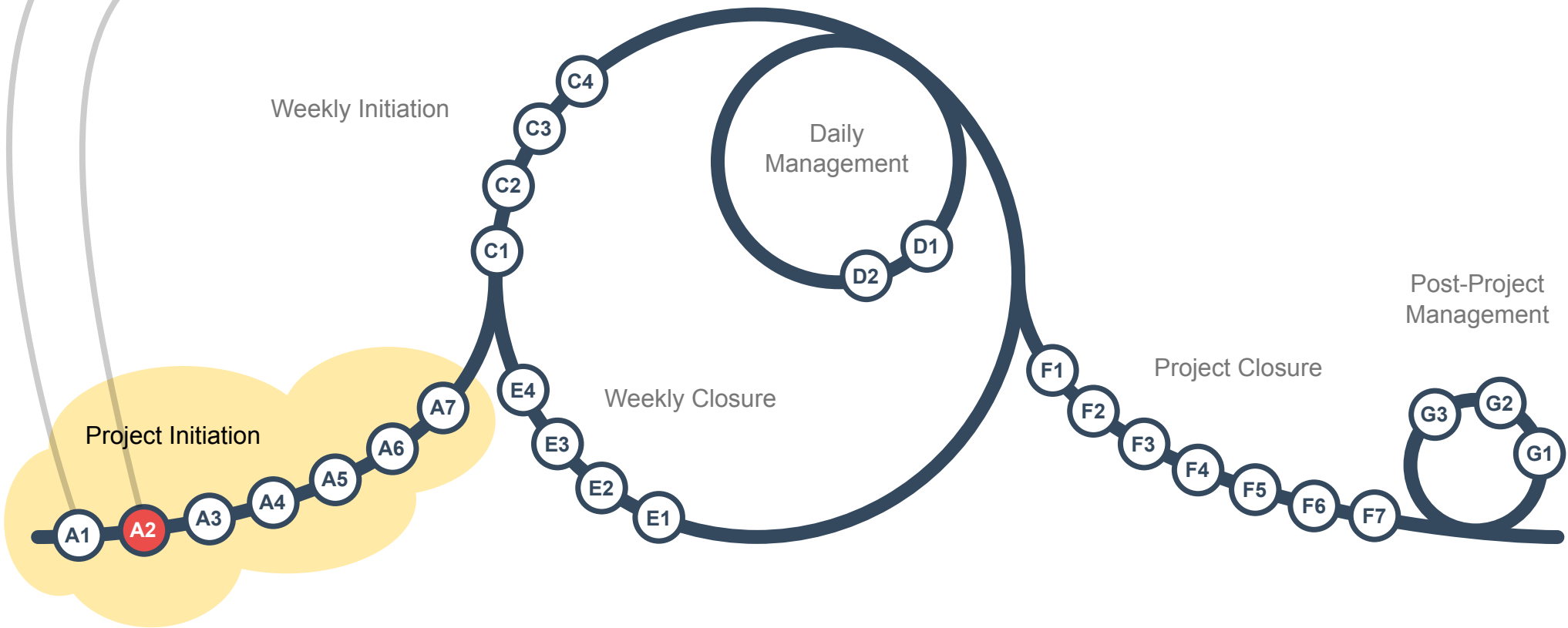
The single person should virtually switch hats all the time.

A2 - Understand and distribute the hats



Identify the high-level decision maker(s)

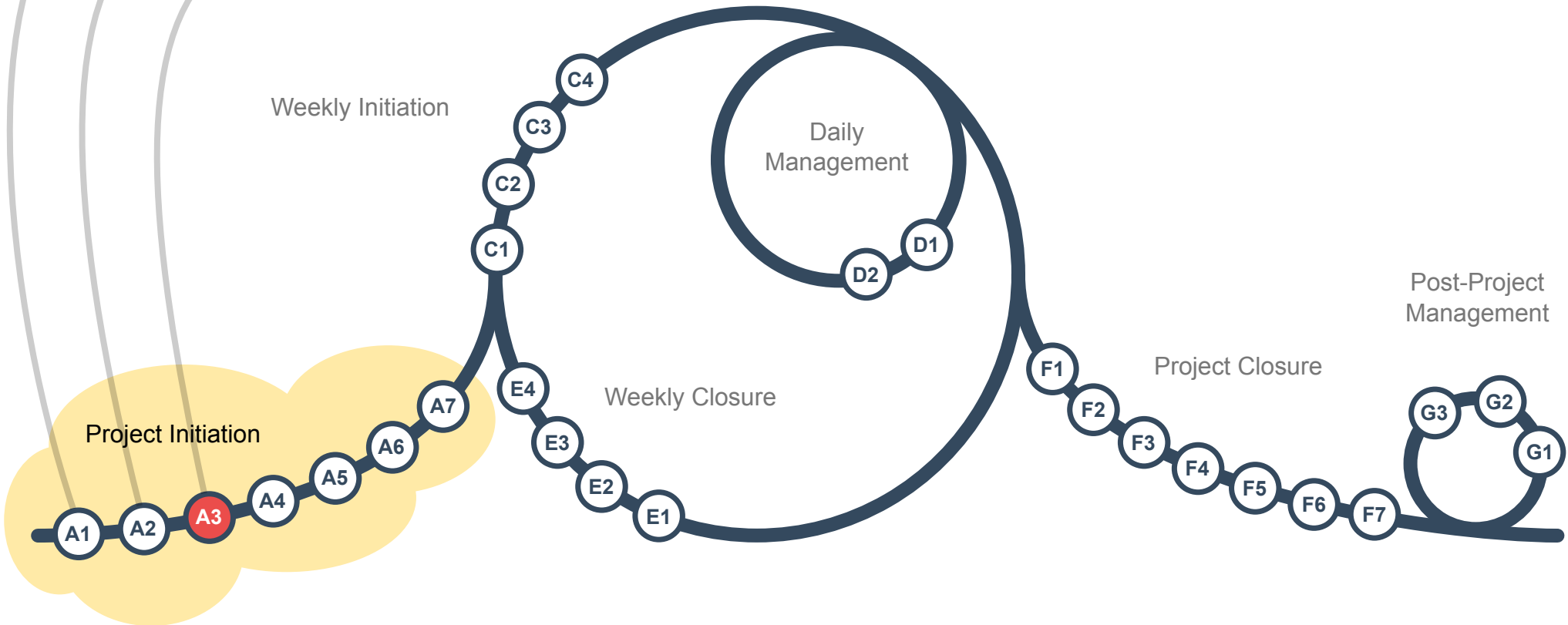
Understand and distribute the hats



Identify the high-level decision maker(s)

Understand and distribute the hats

Select tools and create a project repository



Project Initiation

Weekly Initiation

Daily Management

Weekly Closure

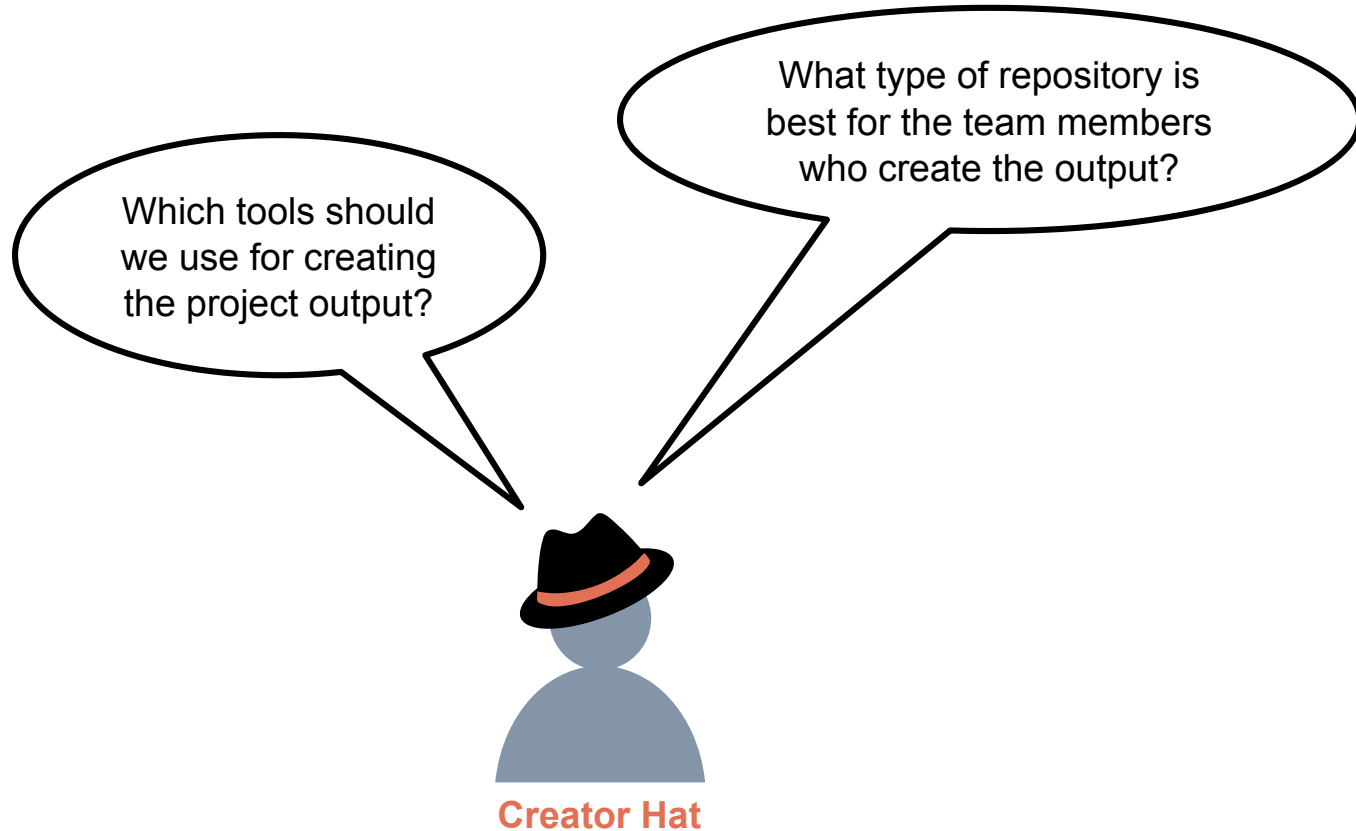
Project Closure

Post-Project Management

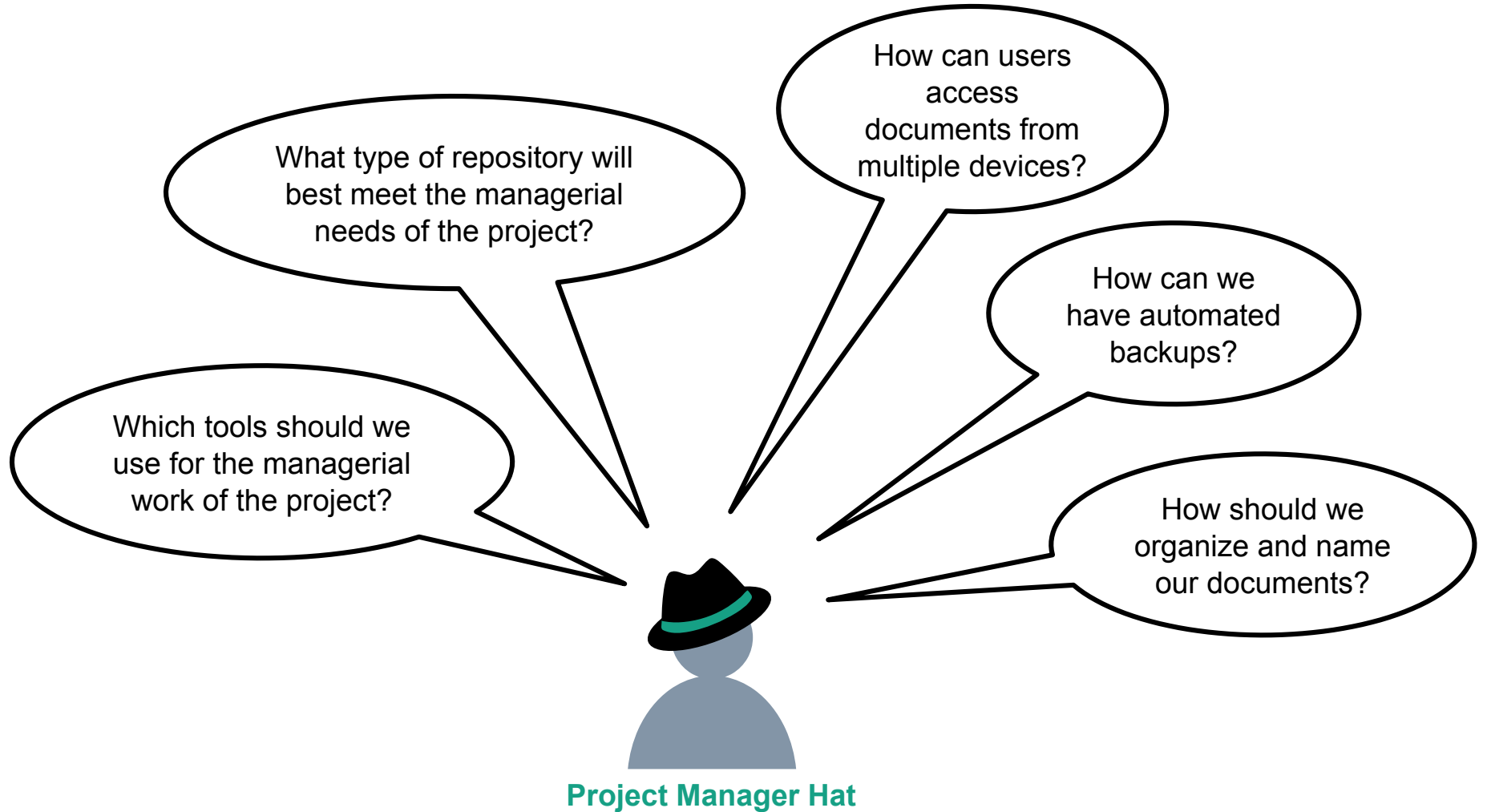
What concerns do you think each hat should have
in this management activity?



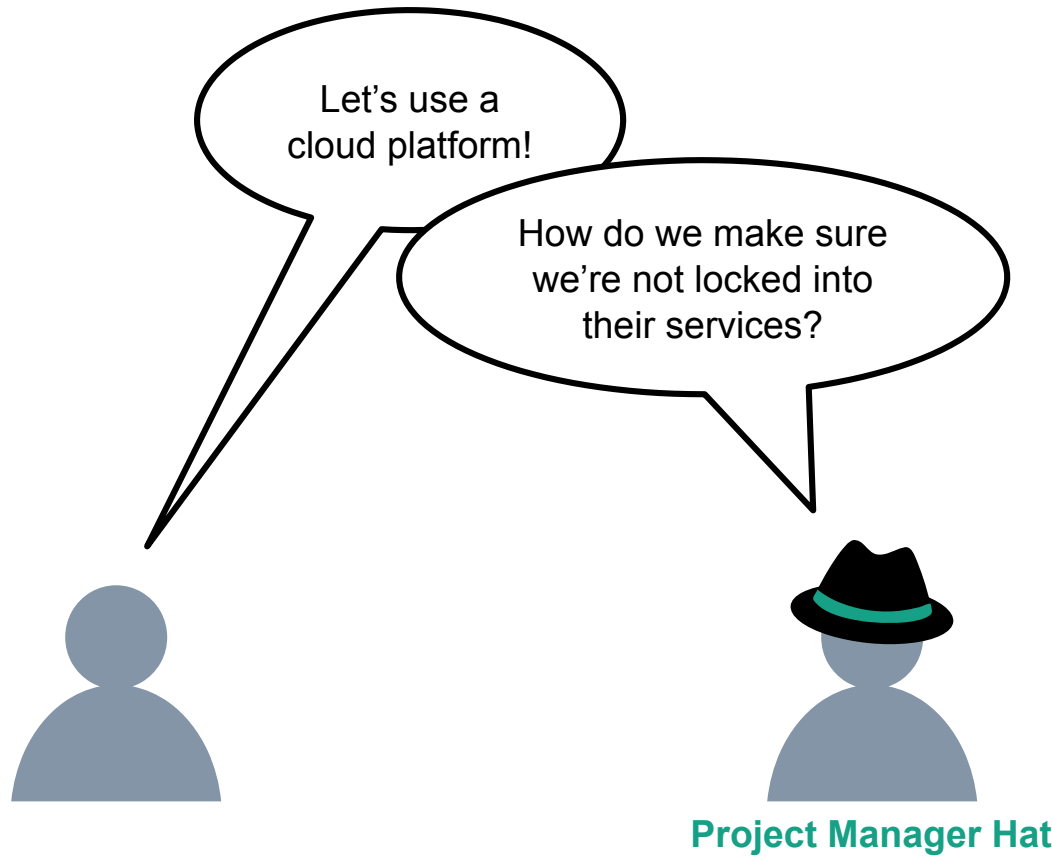
A3 - Select tools and create a project repository



A3 - Select tools and create a project repository



A3 - Select tools and create a project repository



A3 - Select tools and create a project repository



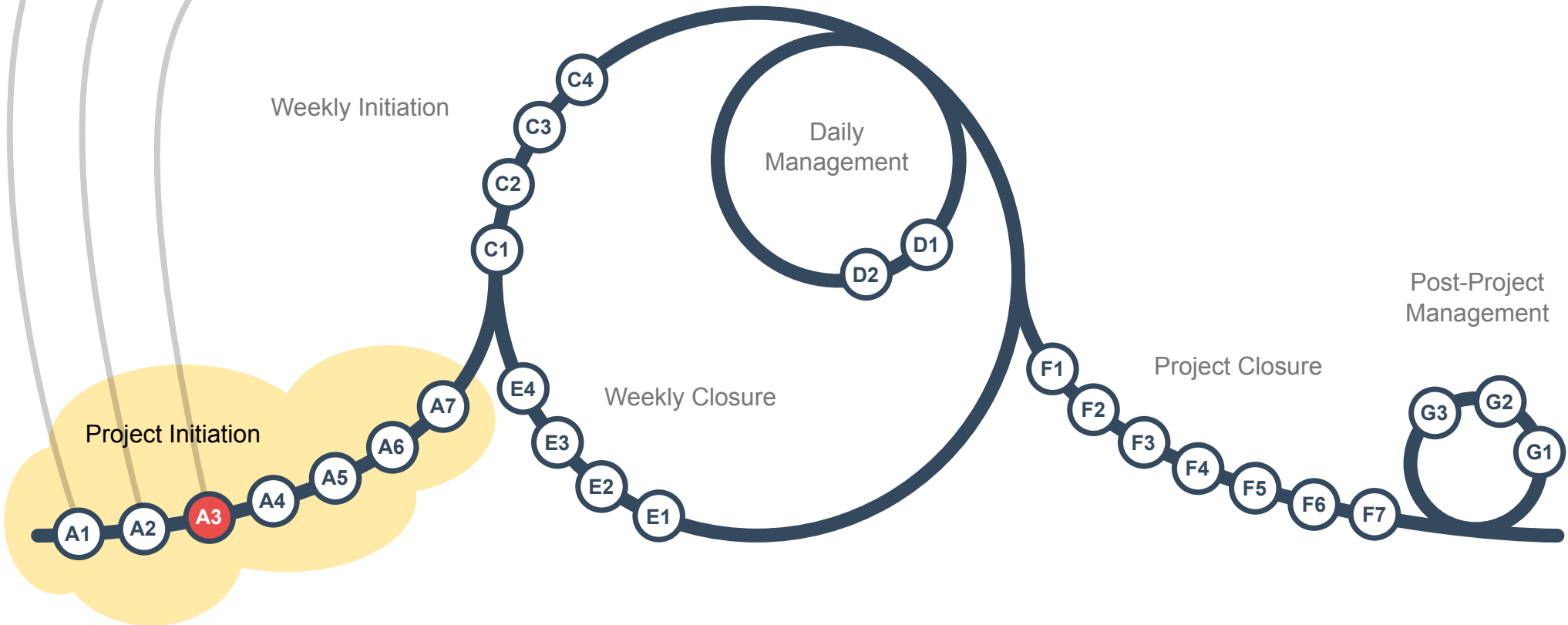
A3 - Select tools and create a project repository



Identify the high-level decision maker(s)

Understand and distribute the hats

Select tools and create a project repository

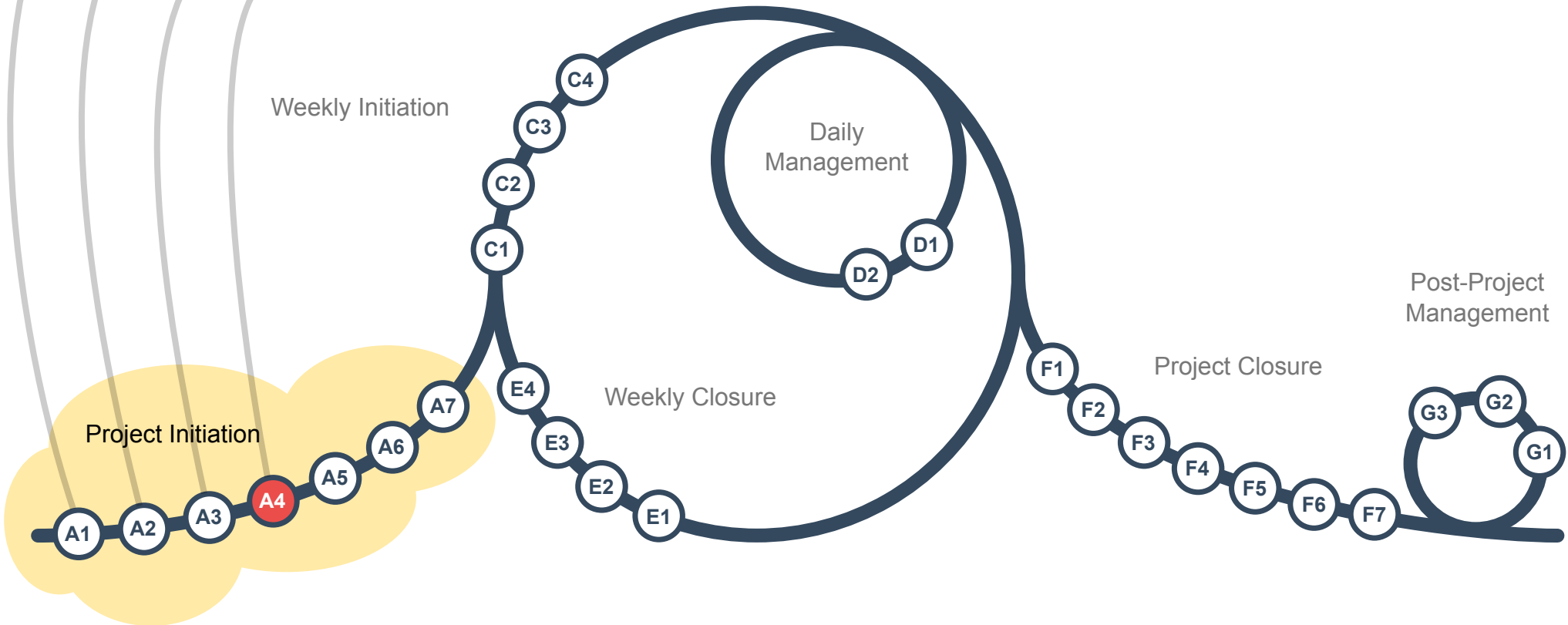


Identify the high-level decision maker(s)

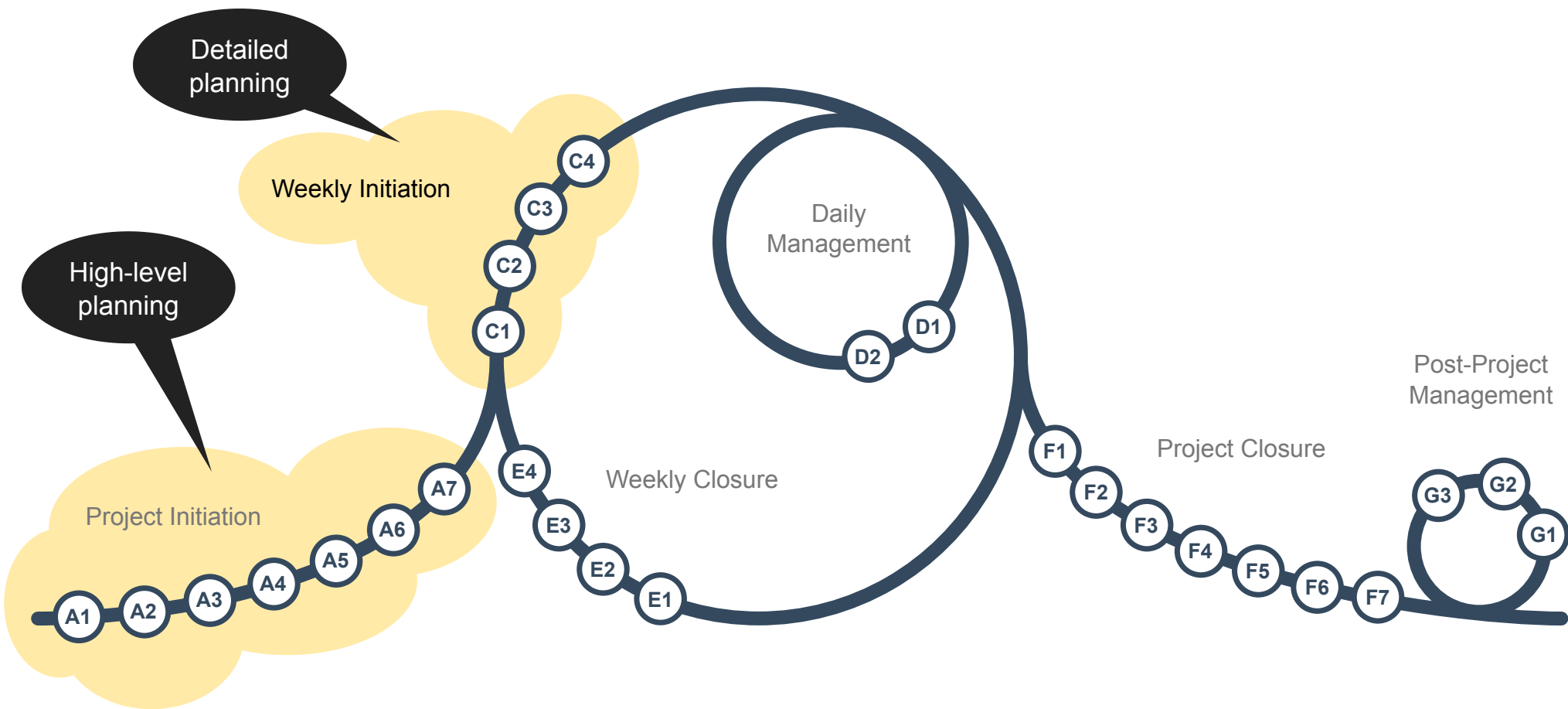
Understand and distribute the hats

Select tools and create a project repository

Create a common understanding

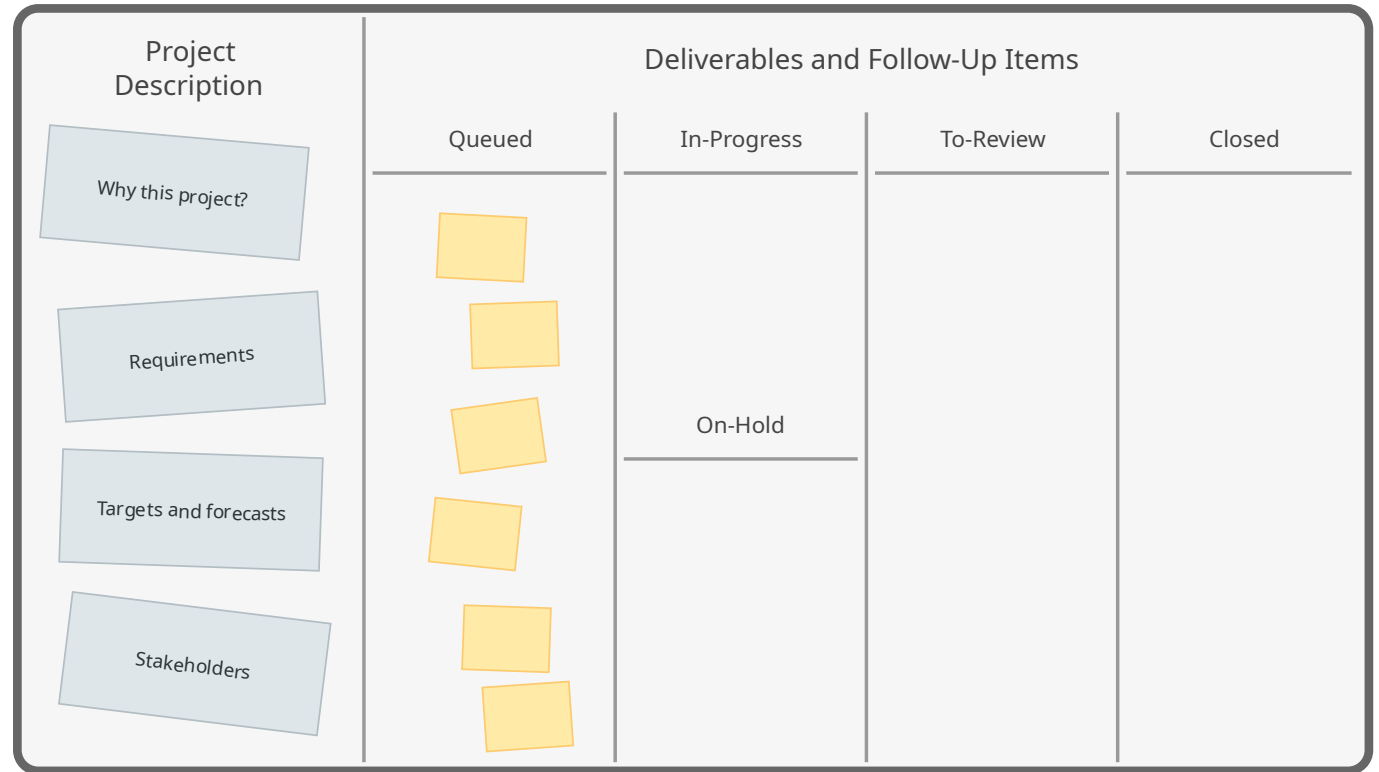


A4 - Create a common understanding

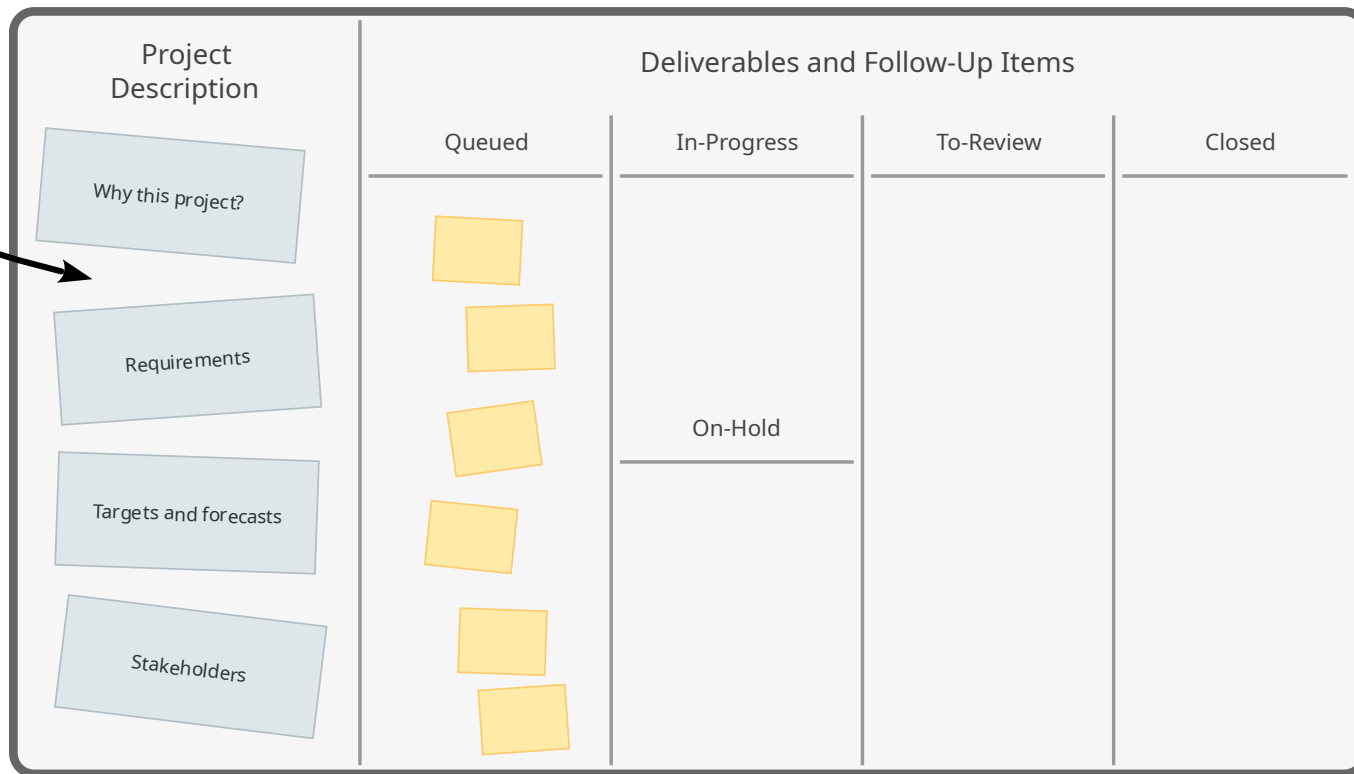


Integrated Project Board

A digital or physical board



Integrated Project Board



Meta-cards



Remain in the first column

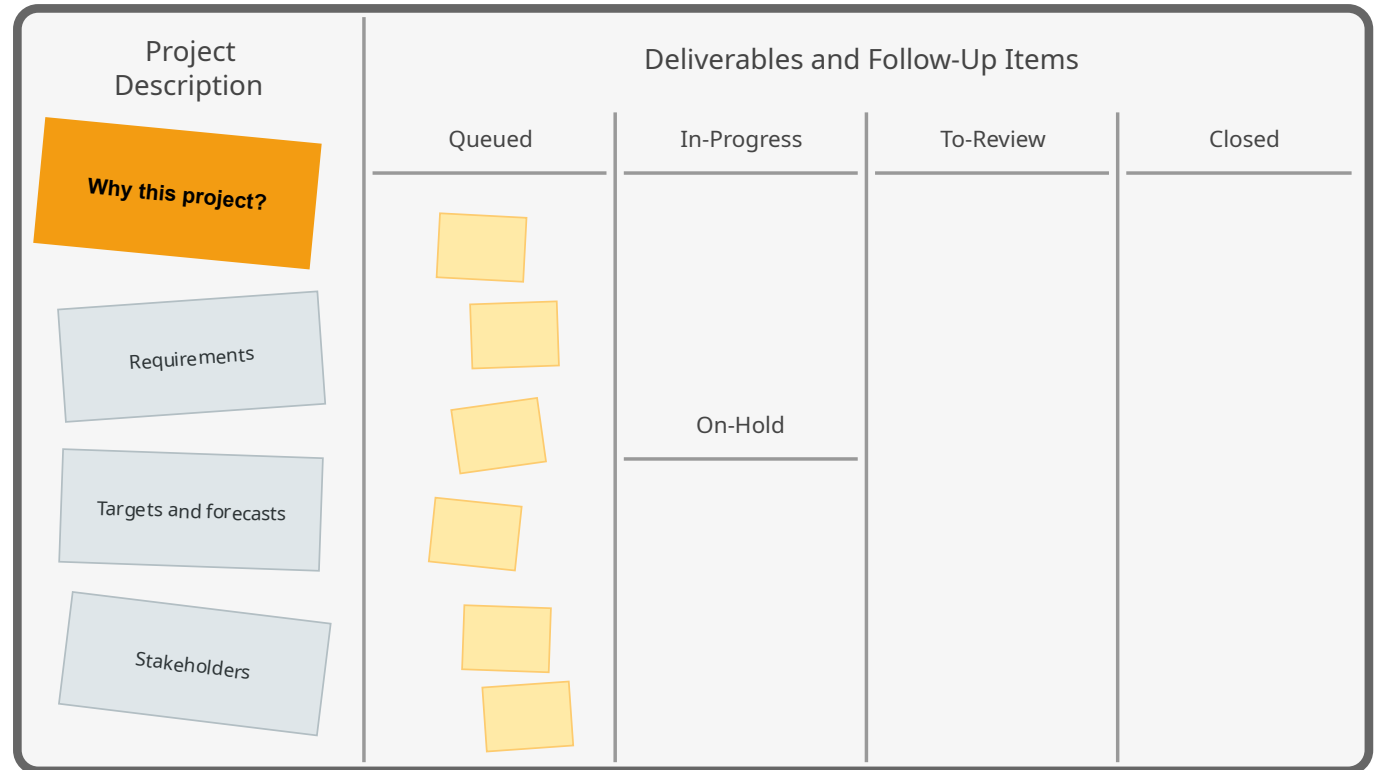
Updated during the project

Integrated Project Board

Why this project?

Example:

our website can gradually grown and has more elements than before, but still has the old structure that was suitable to a simple website, which makes it difficult for people to use it. By rebuilding the website and using a better structure, we can improve user interactions, and ultimately, sales.

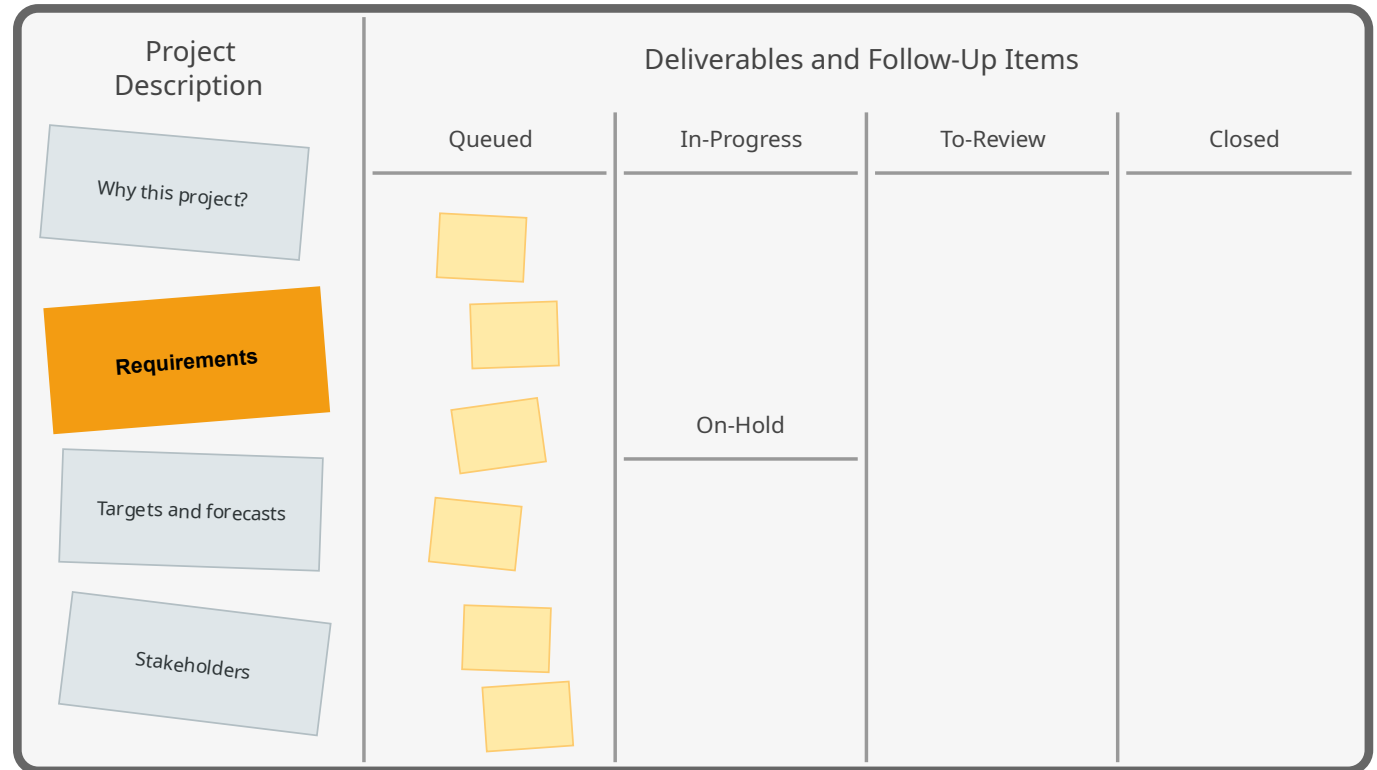


Integrated Project Board

Requirements

Example:

- It should be search engine optimized.
- It should be easy for all users to navigate.
- It should enable cross-sales.
- It should look premium.
- ...



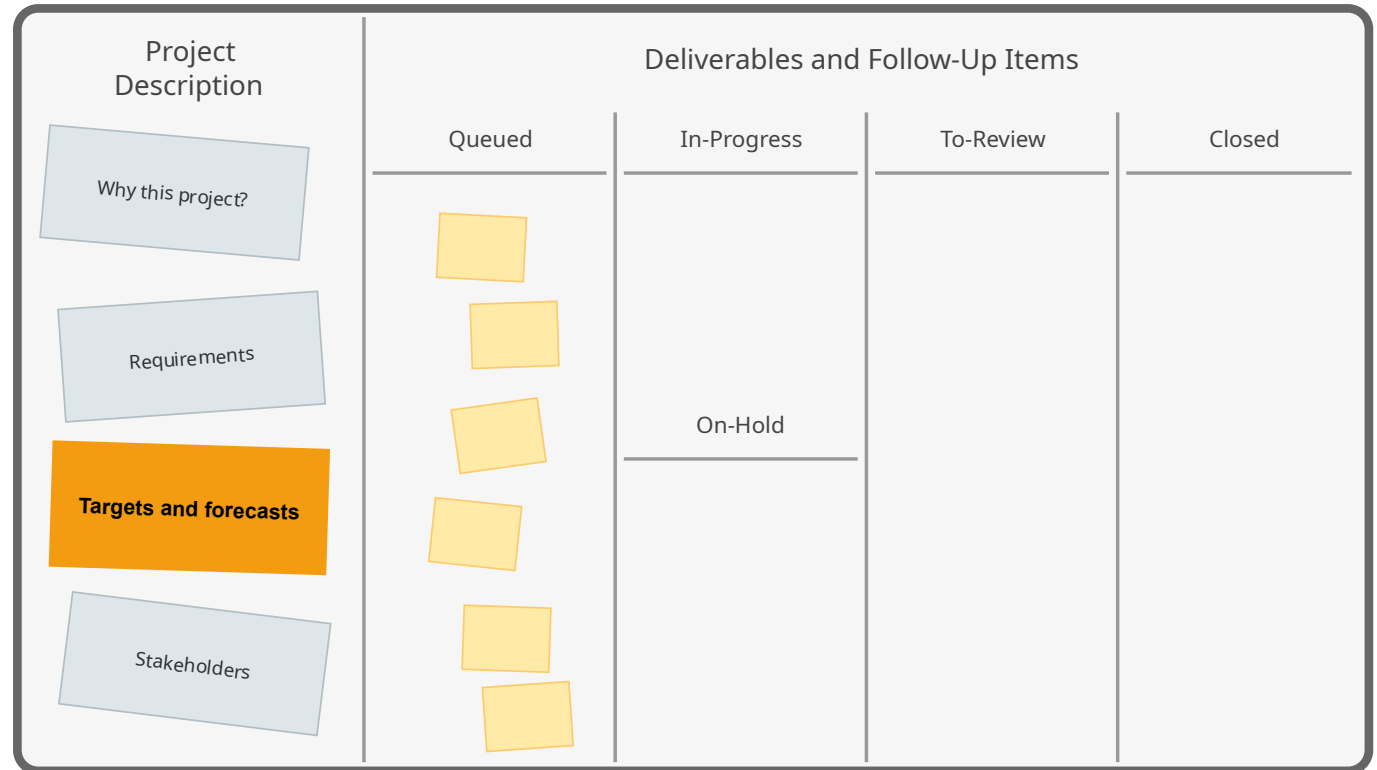
Integrated Project Board

Targets and forecasts

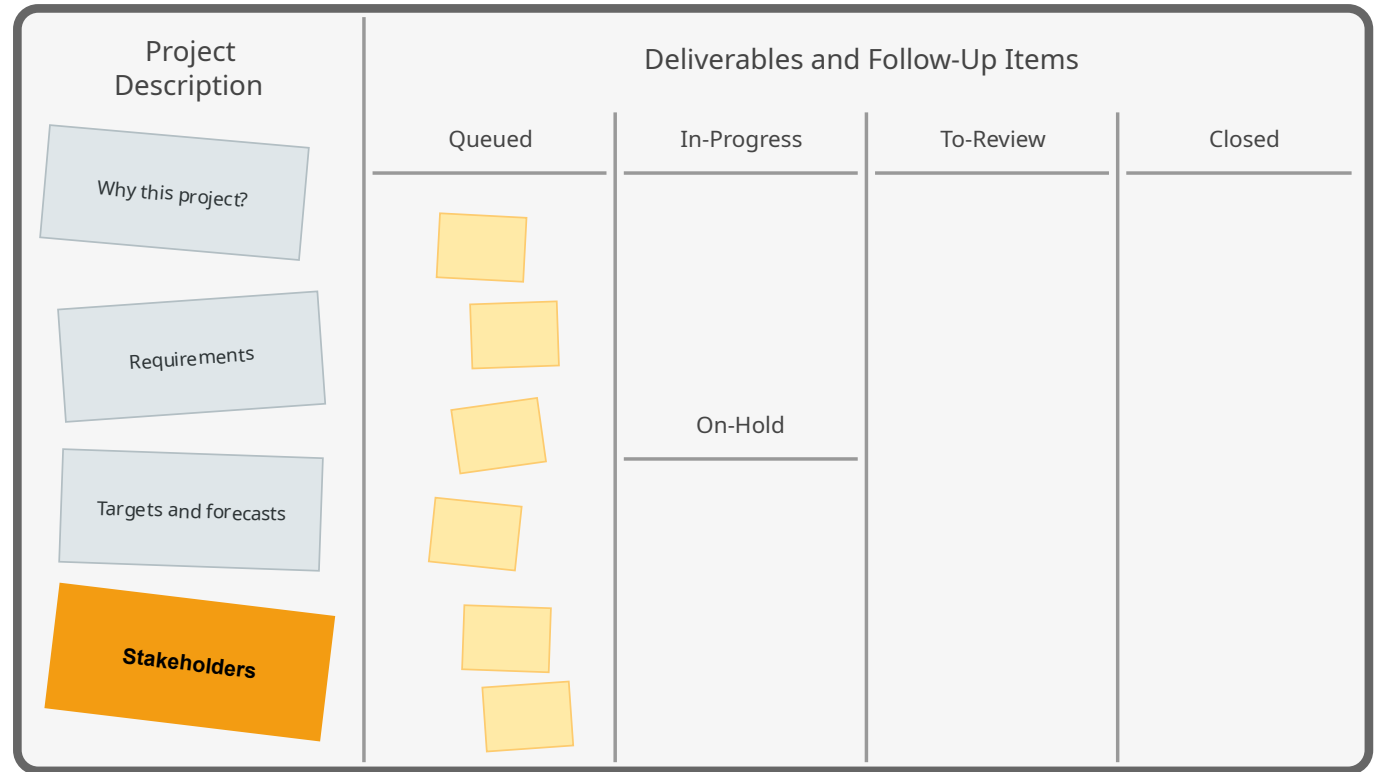
Example:

It should be finished before the New Year sales.

The work will be done by internal people, but we can spend up to €10k for graphic design and other outsourced aspects.



Integrated Project Board



Stakeholder:

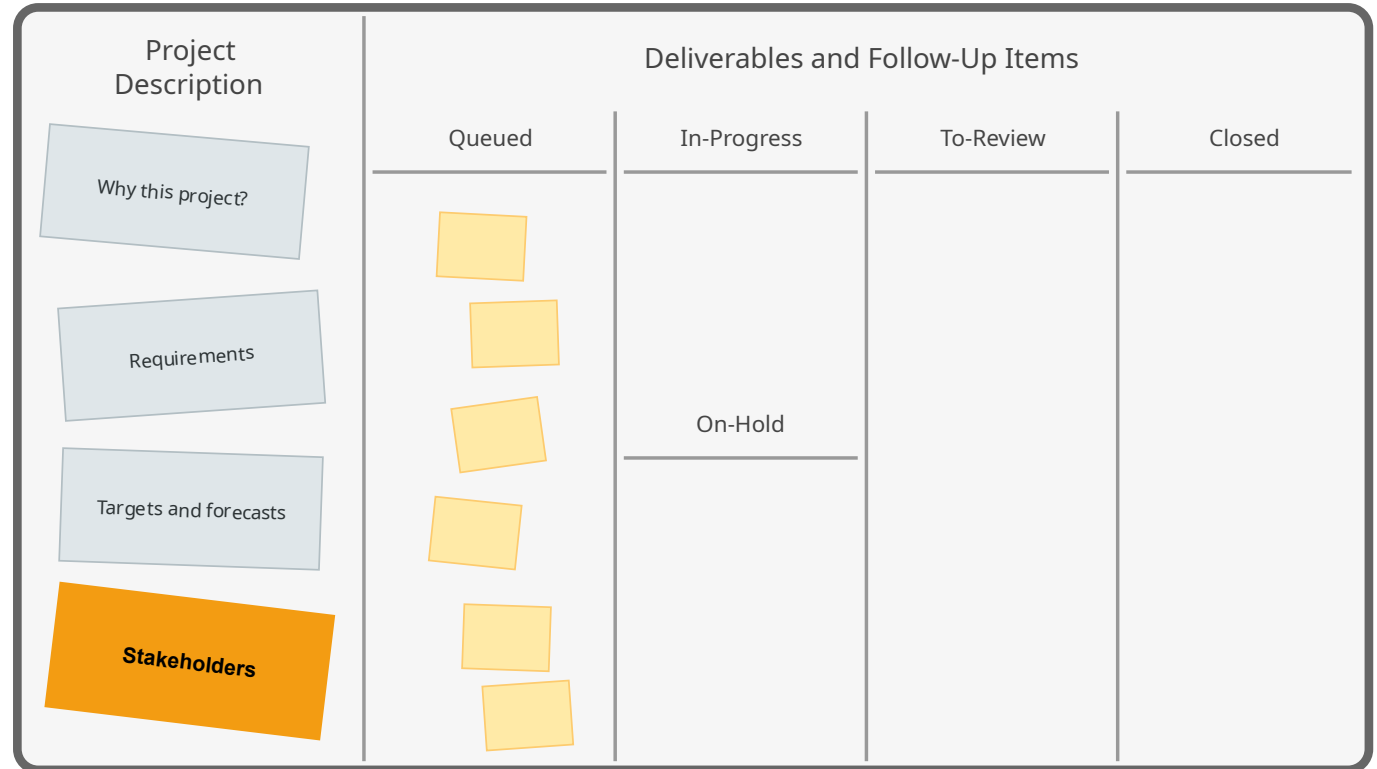
Anyone who has an interest in the project and can impact it.

Integrated Project Board

Stakeholders

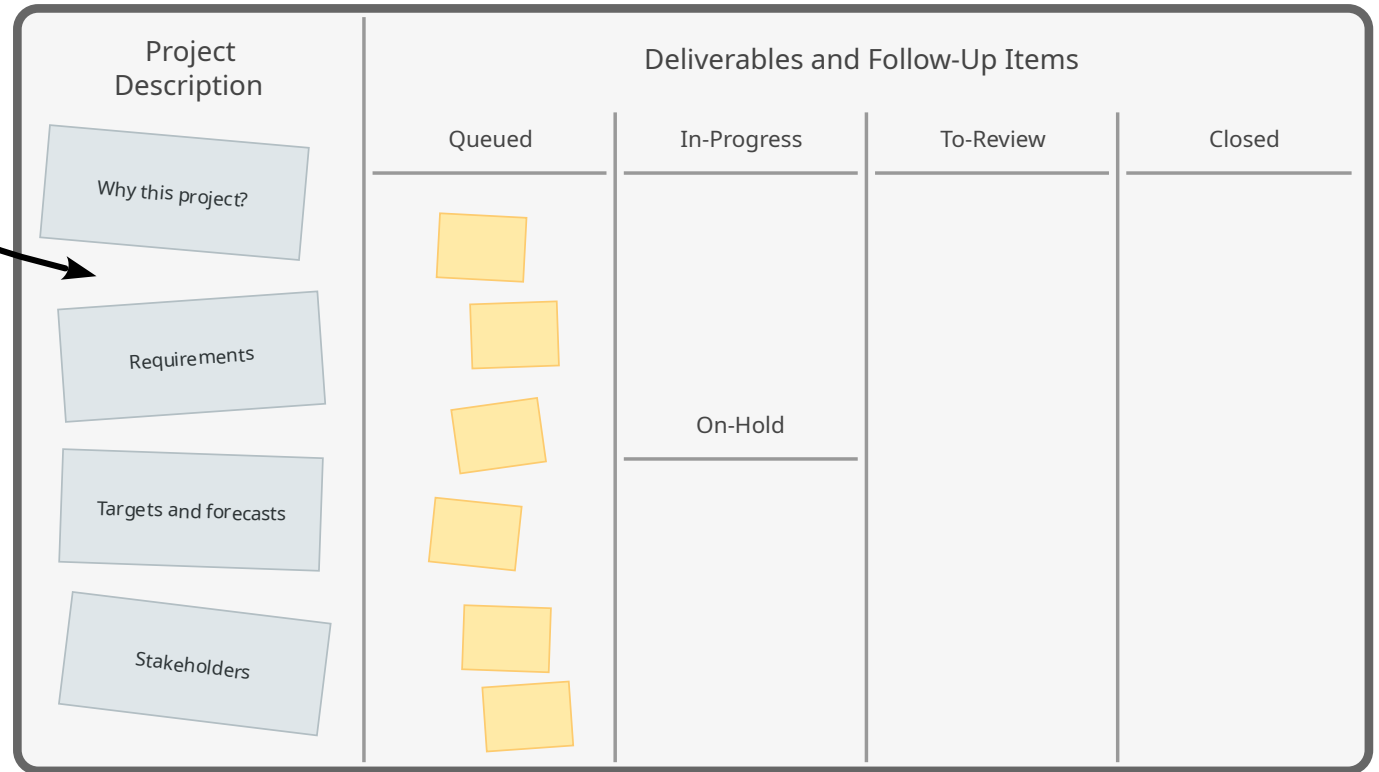
Example:

- Monet, the CEO
- Fede, the COO & sponsor
- Kyung, account manager
- Jehan, our biggest competitor
- Mirai, our main supplier
- GDPR authority
- Customer Protection Agency
- ...

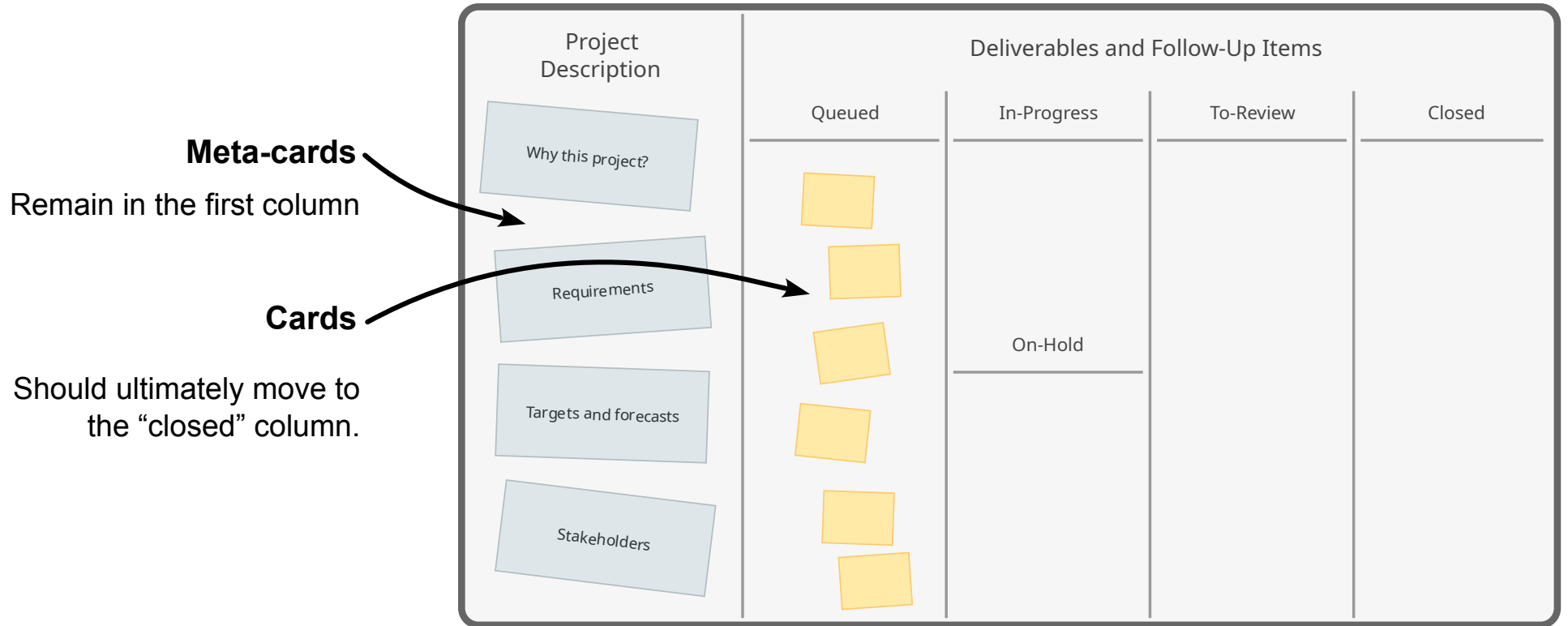


Integrated Project Board

Meta-cards



Integrated Project Board

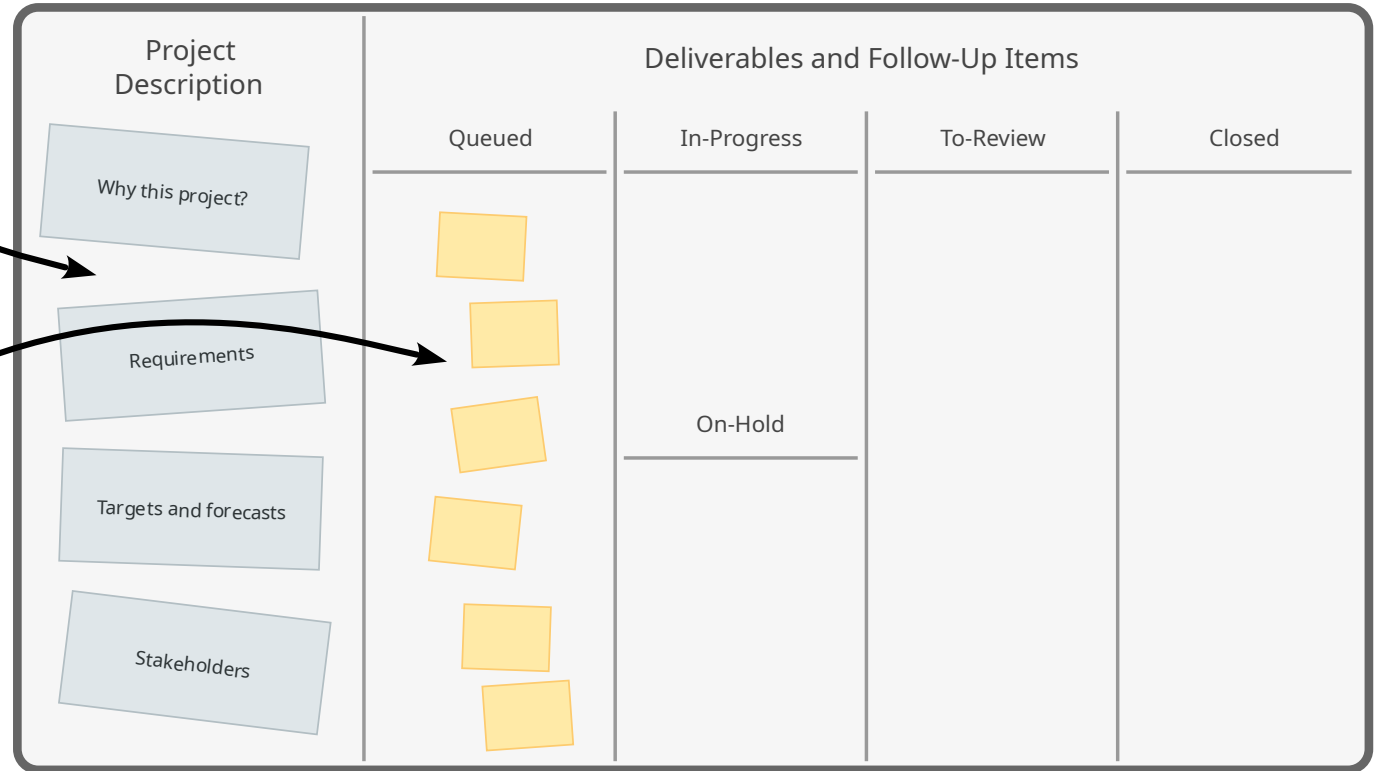


Integrated Project Board

Meta-cards

Cards

(Deliverables & follow-up items)



Integrated Project Board

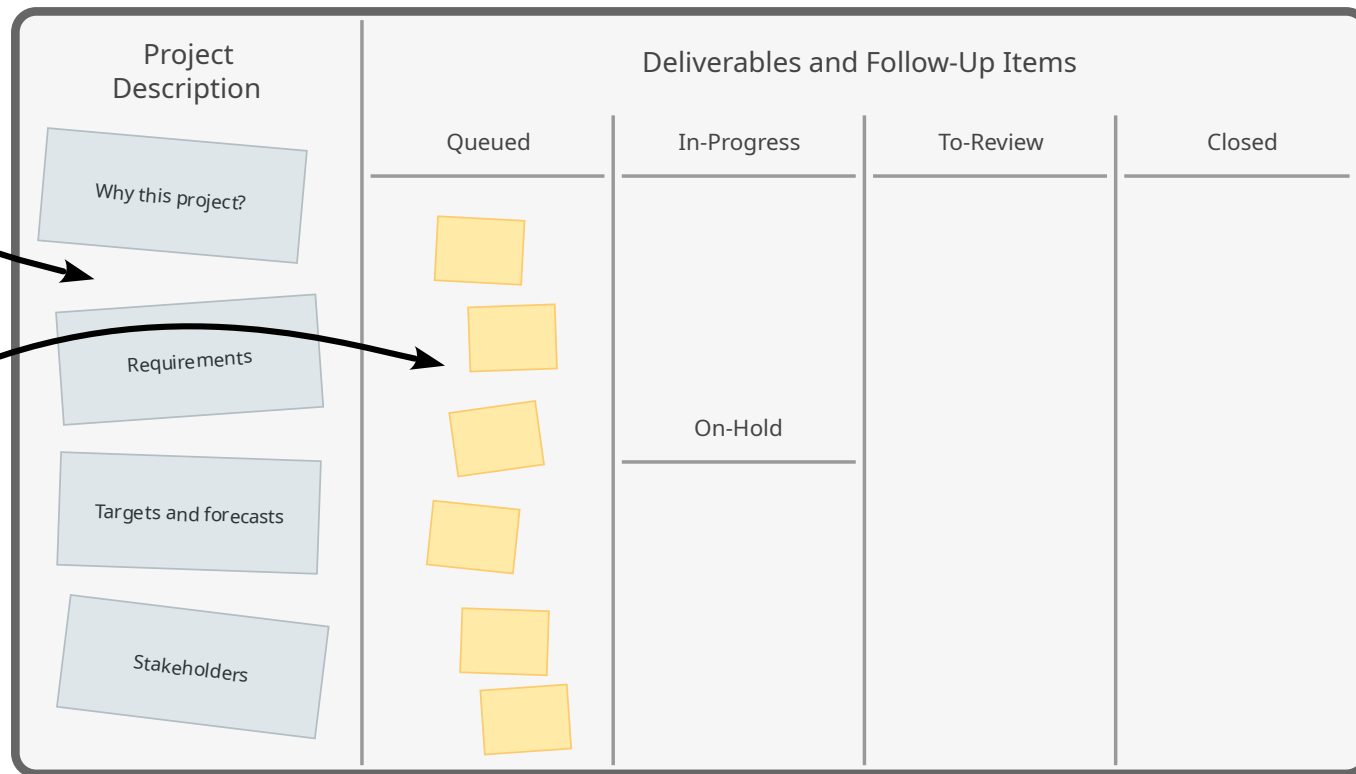
Meta-cards

Cards

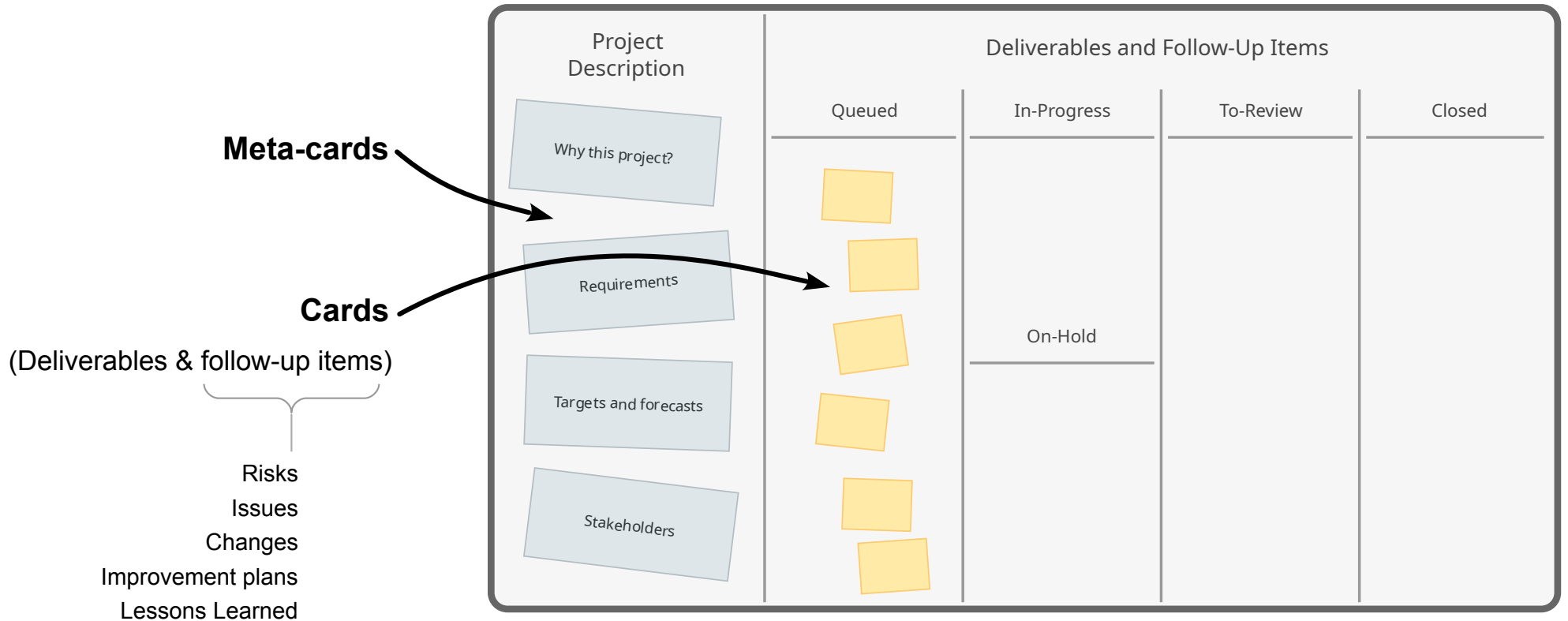
(Deliverables & follow-up items)

Deliverables examples:

- Payment gateways
- Discount coupons
- ...



Integrated Project Board



Integrated Project Board

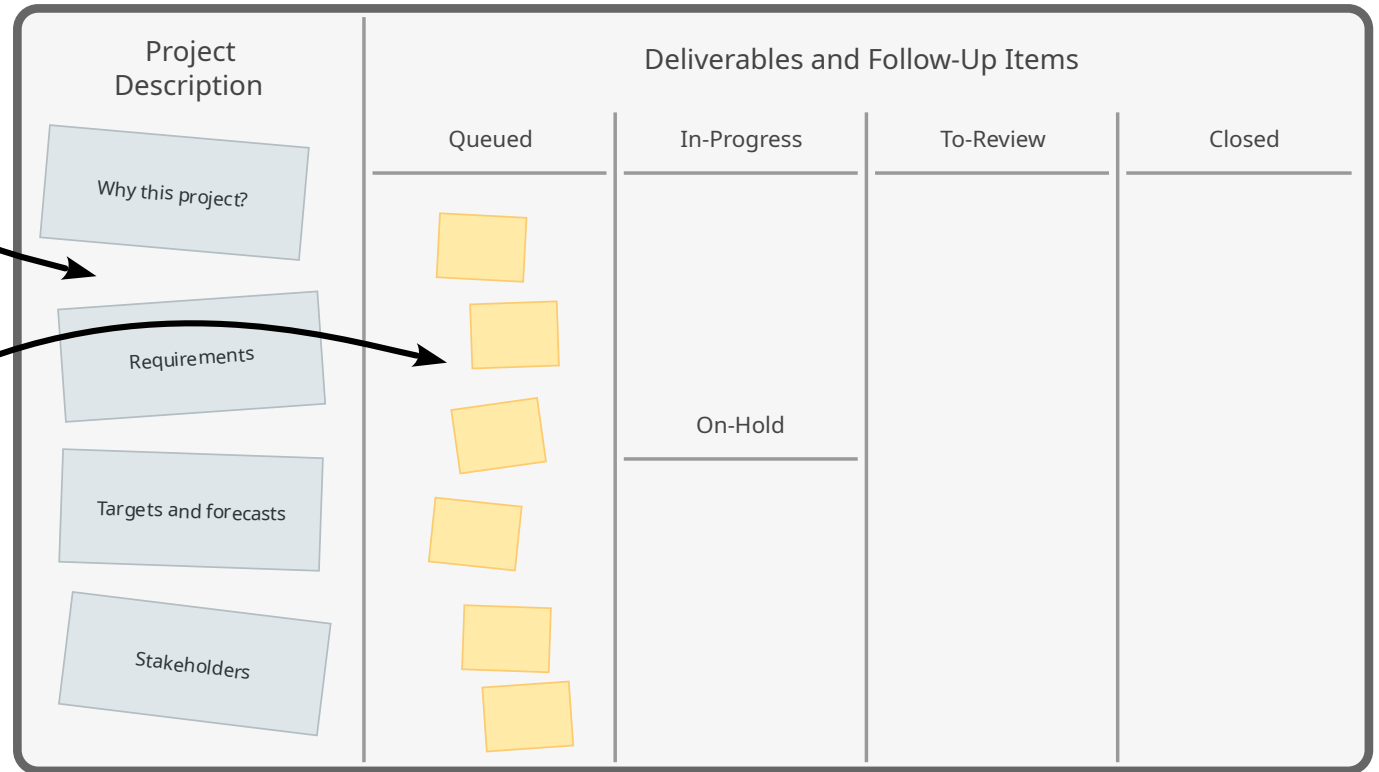
Meta-cards

Cards

(Deliverables & follow-up items)

Follow-up example:

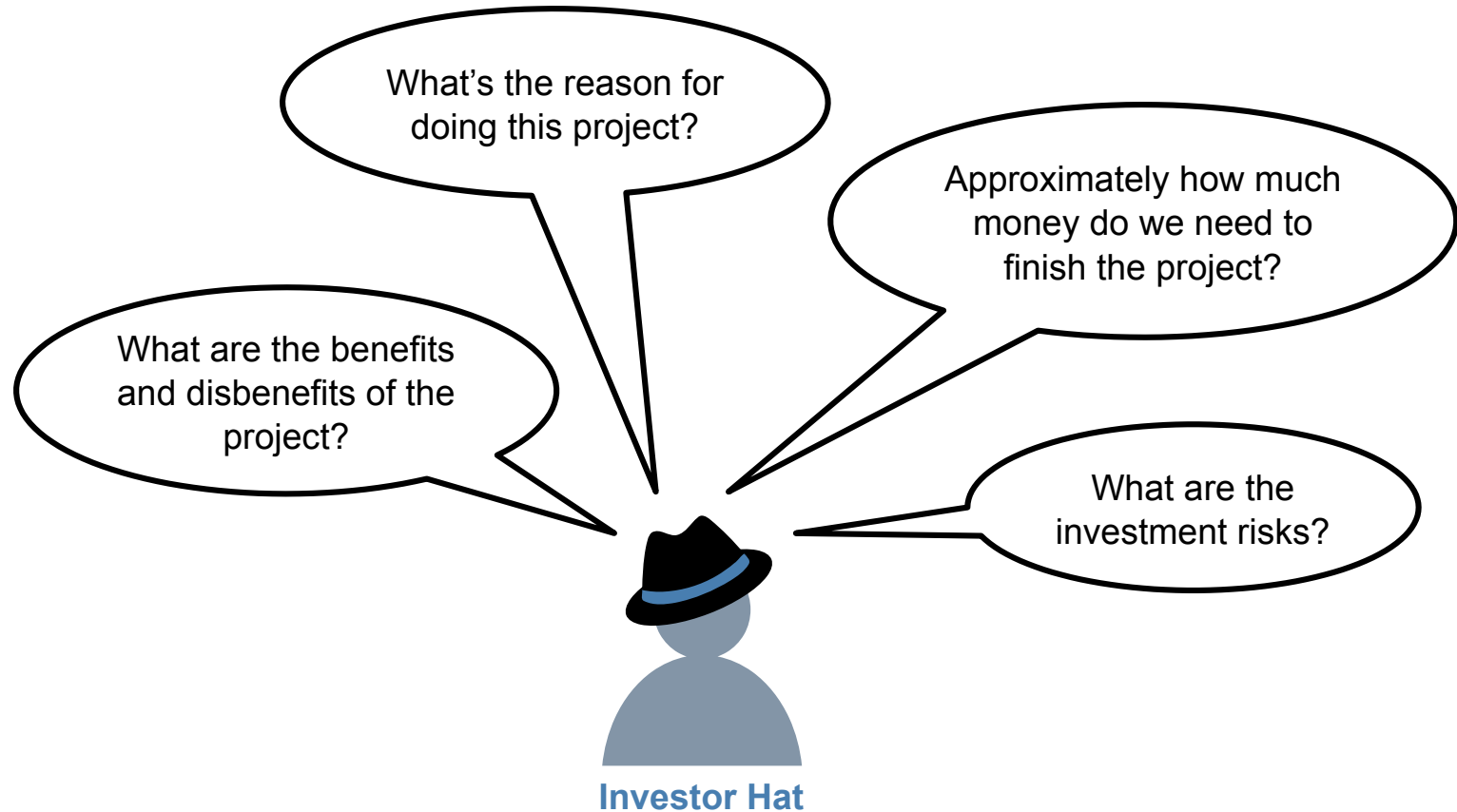
Some people may forget to enter their VAT number when placing their order and later ask for a correction.



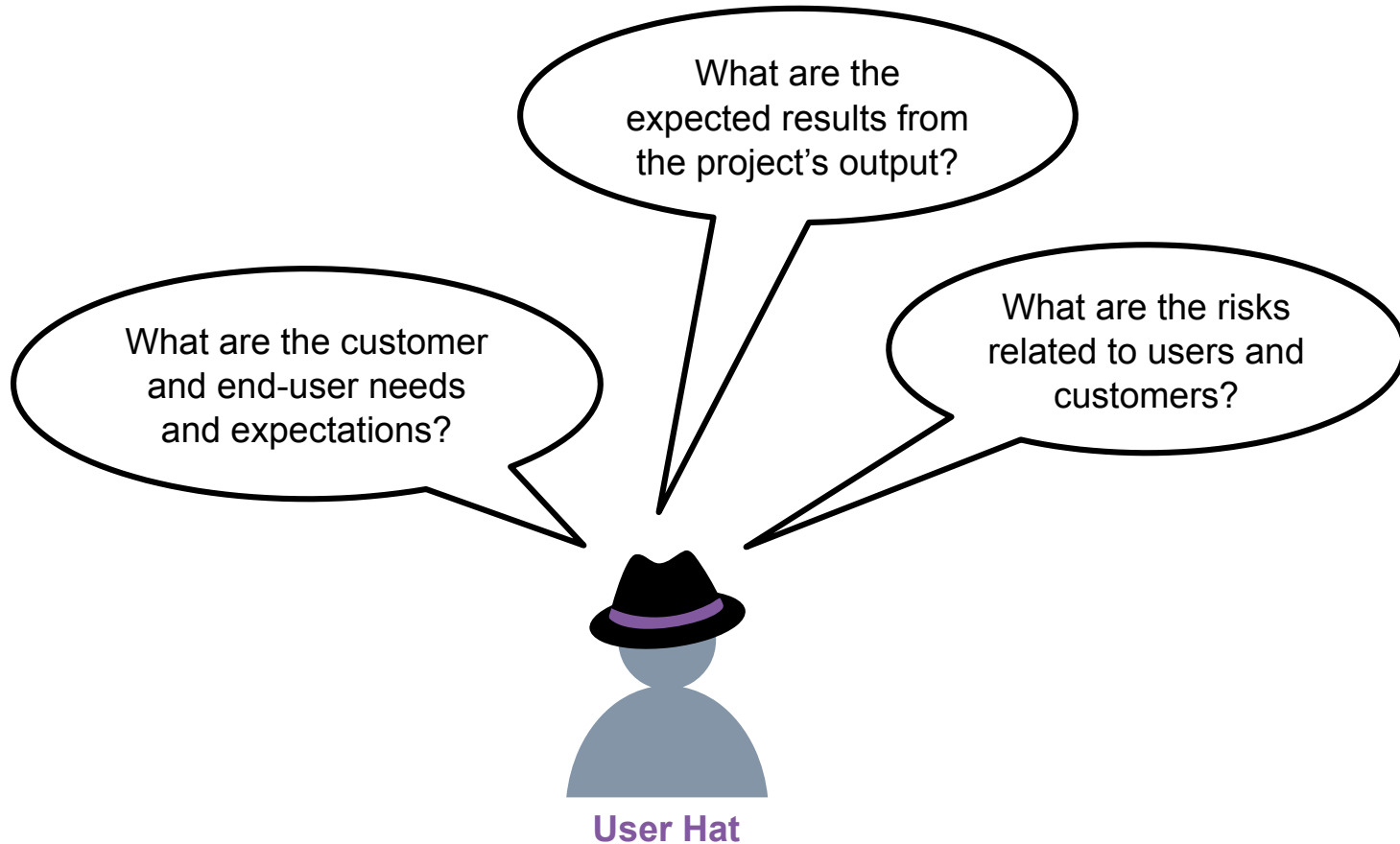
What concerns do you think each hat should have
in this management activity?



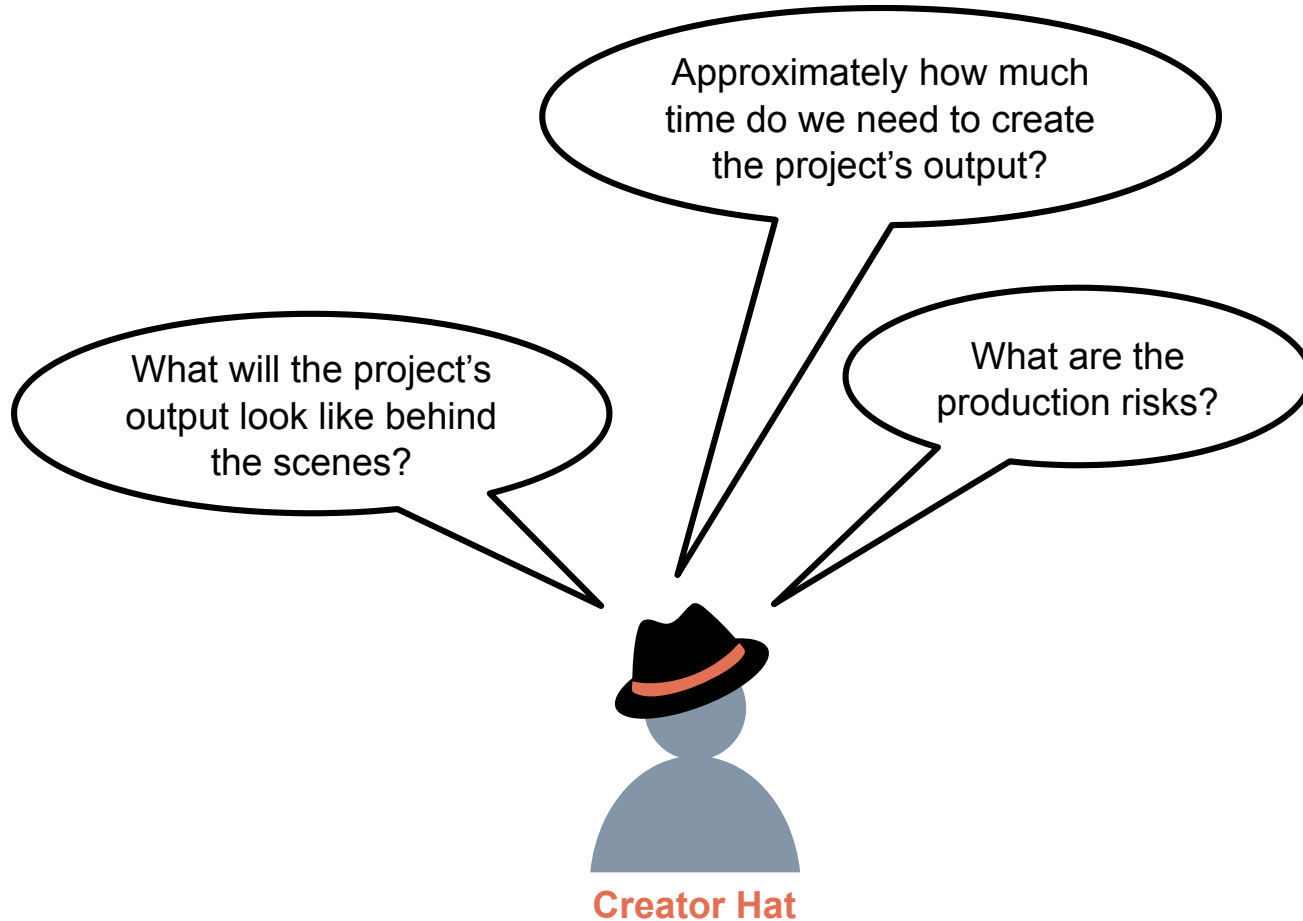
A4 - Create a common understanding



A4 - Create a common understanding



A4 - Create a common understanding



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A4 - Create a common understanding



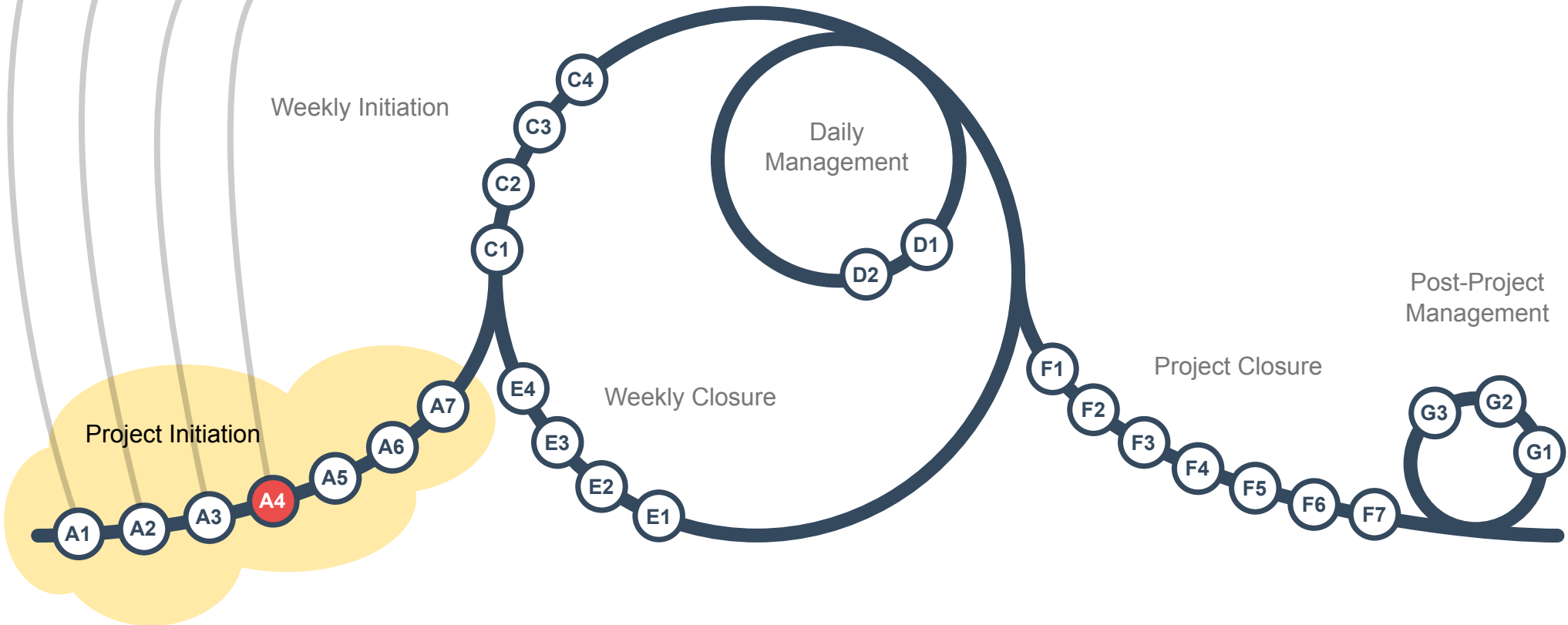
Project Manager Hat

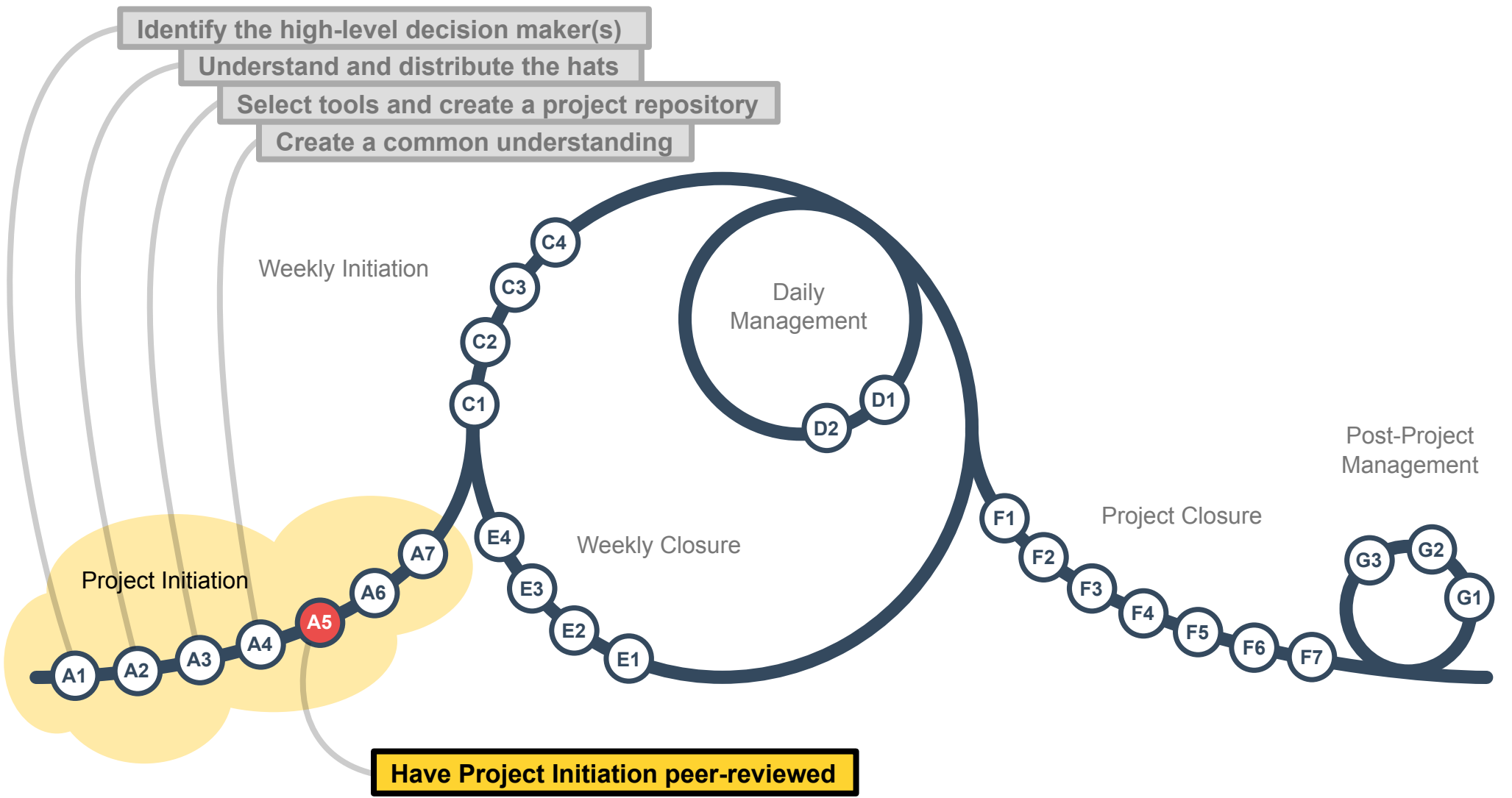
Identify the high-level decision maker(s)

Understand and distribute the hats

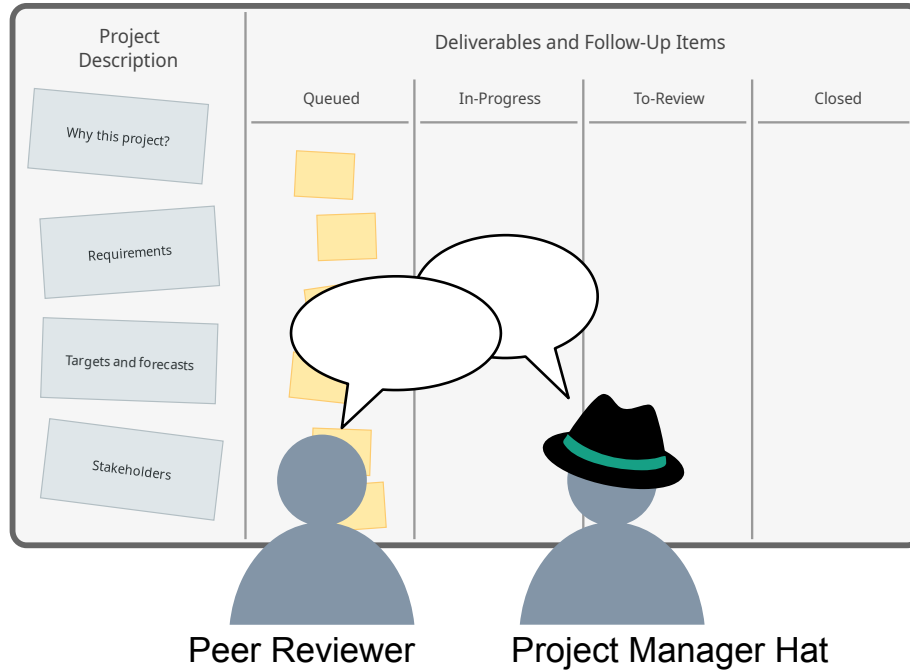
Select tools and create a project repository

Create a common understanding

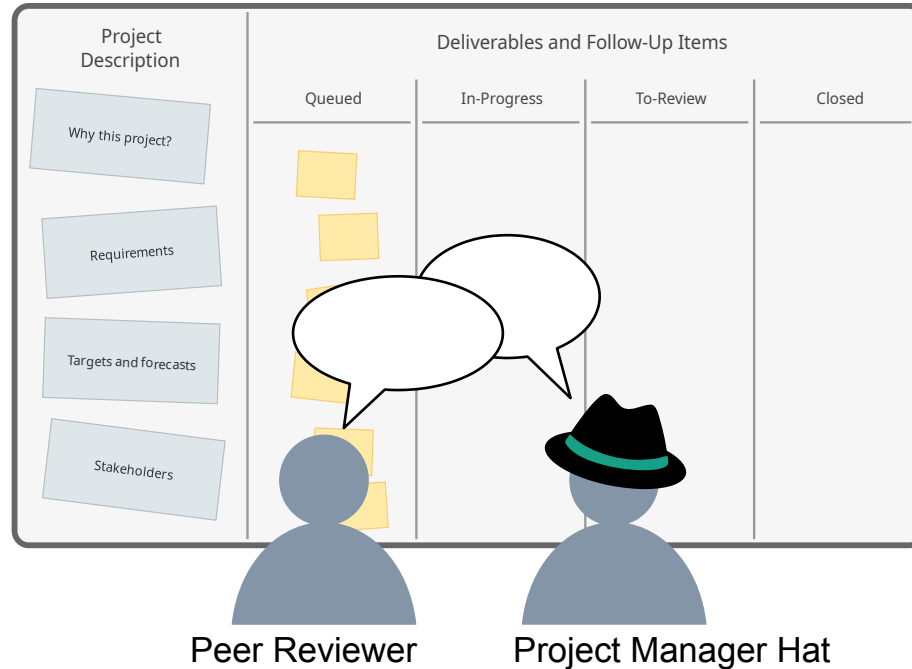




A5 - Have project initiation peer-reviewed

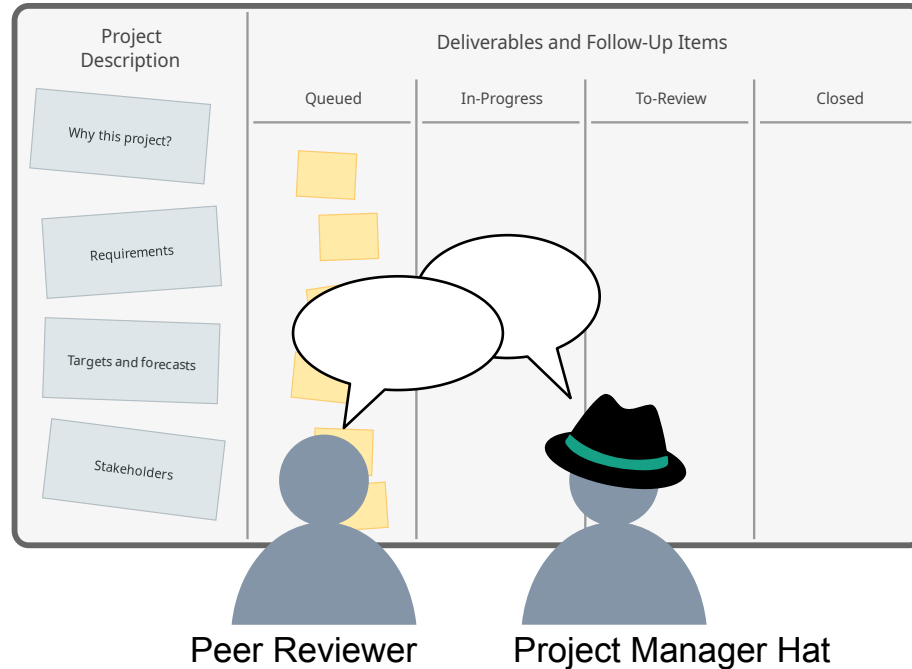


A5 - Have project initiation peer-reviewed



External to the project
Expert in project management
(A different person each time)

A5 - Have project initiation peer-reviewed



★ Helps find mistakes

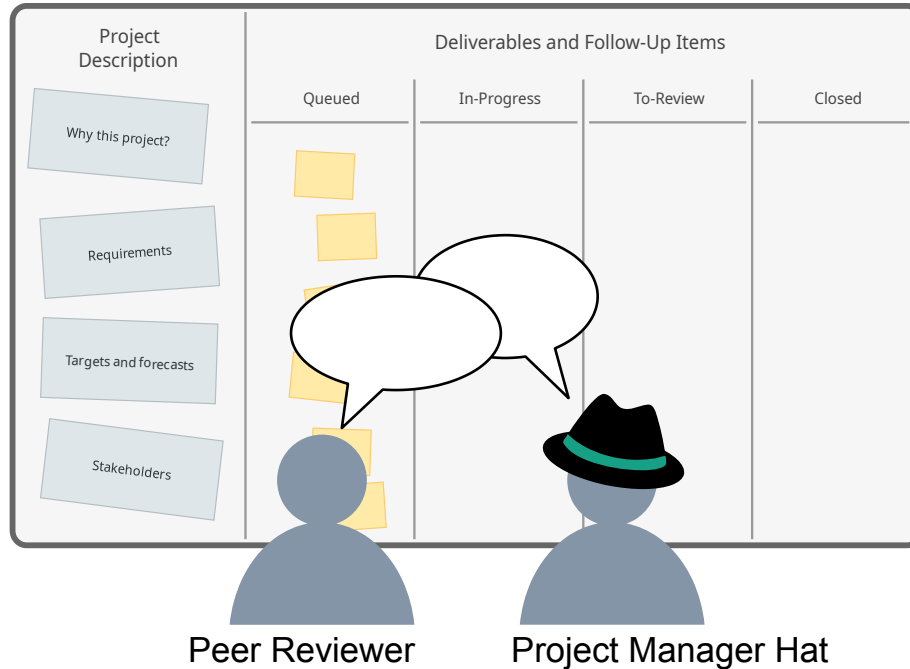
★ Both learn from each other

External to the project

Expert in project management

(A different person each time)

A5 - Have project initiation peer-reviewed

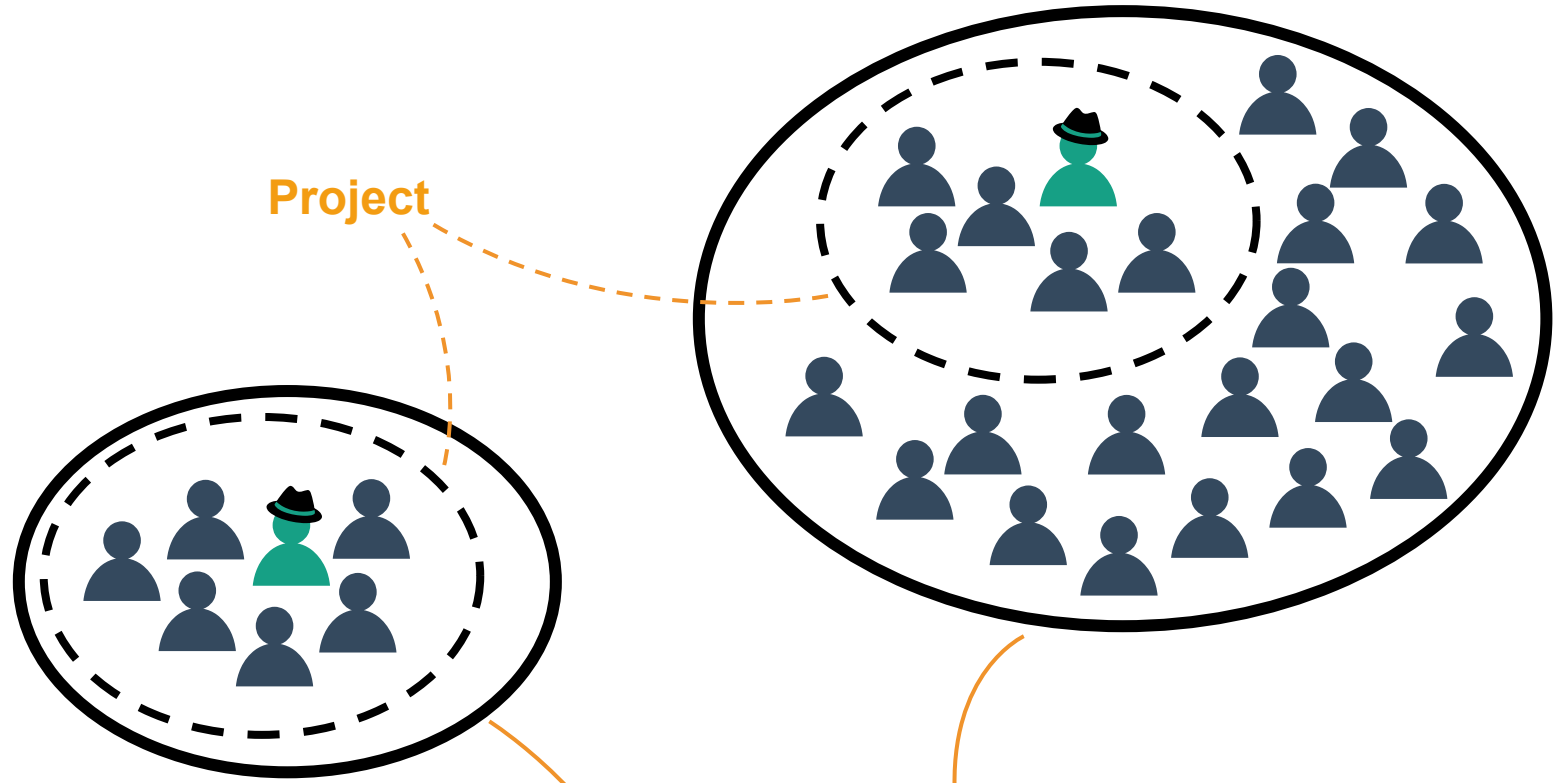


External to the project
Expert in project management
(A different person each time)

- ★ Helps find mistakes
- ★ Both learn from each other



A5 - Have project initiation peer-reviewed



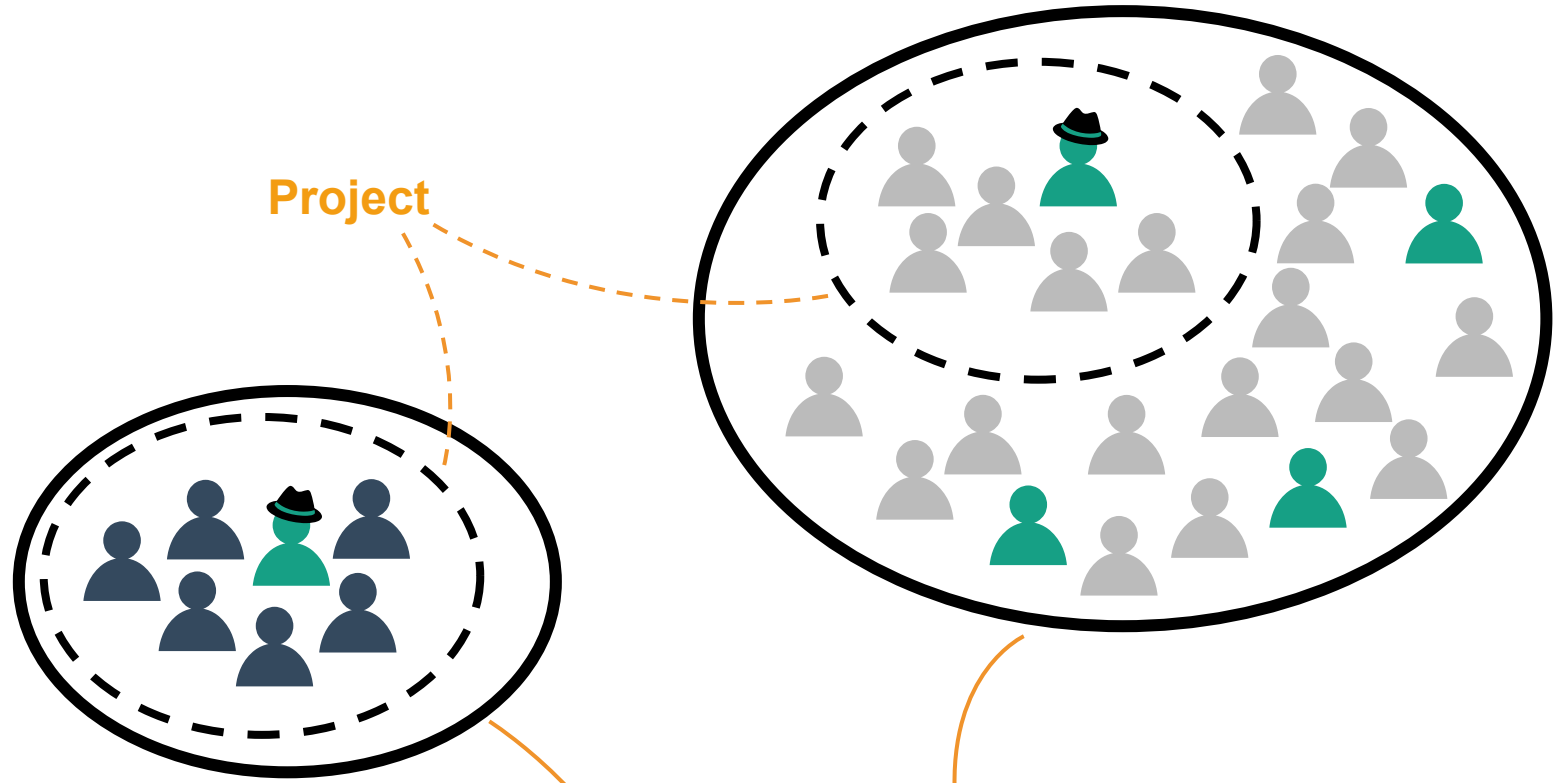
Project

Larger Organization

Micro-Organization

(More or less the same size as the project; e.g., a startup)

A5 - Have project initiation peer-reviewed



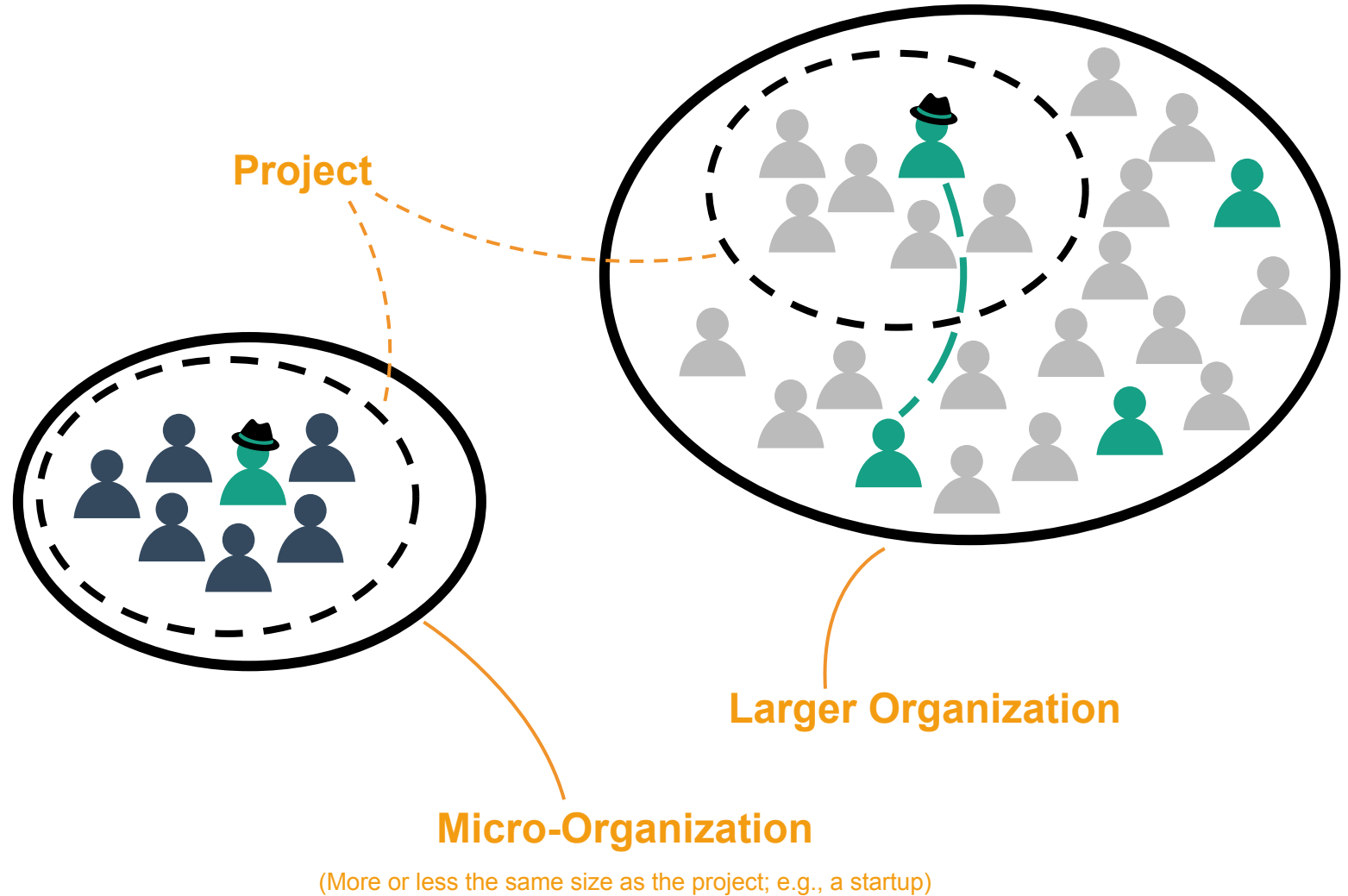
Project

Larger Organization

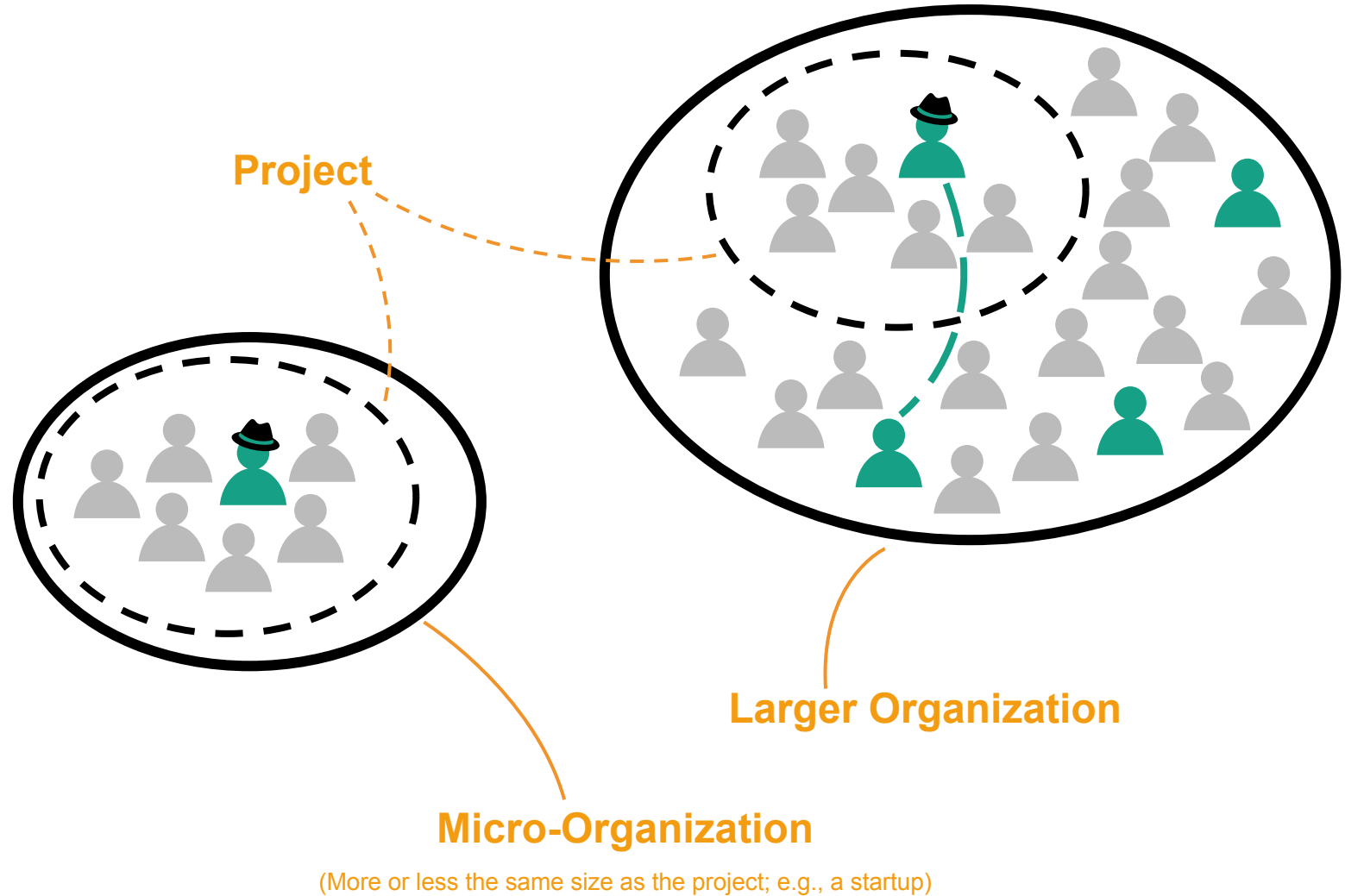
Micro-Organization

(More or less the same size as the project; e.g., a startup)

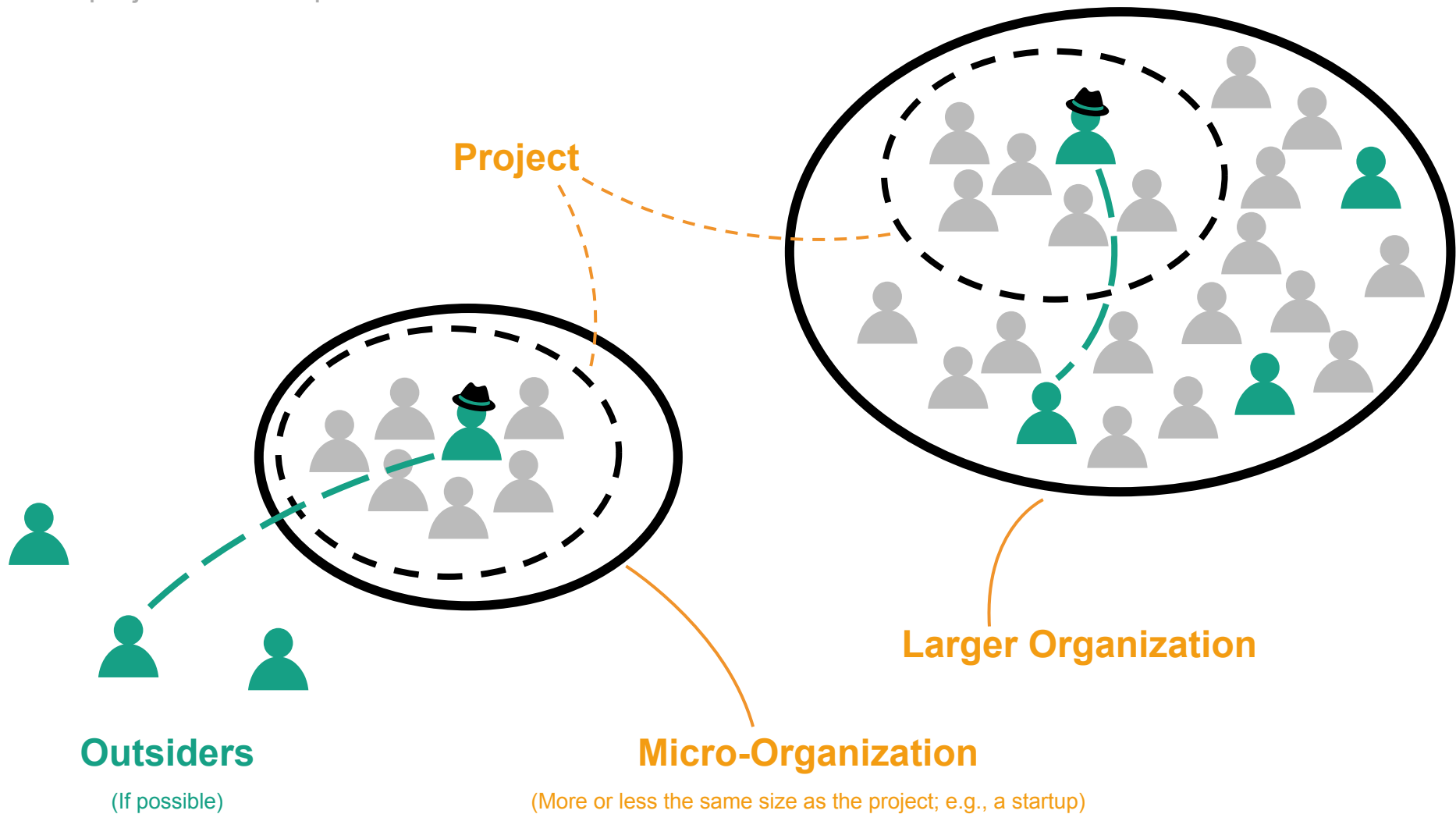
A5 - Have project initiation peer-reviewed

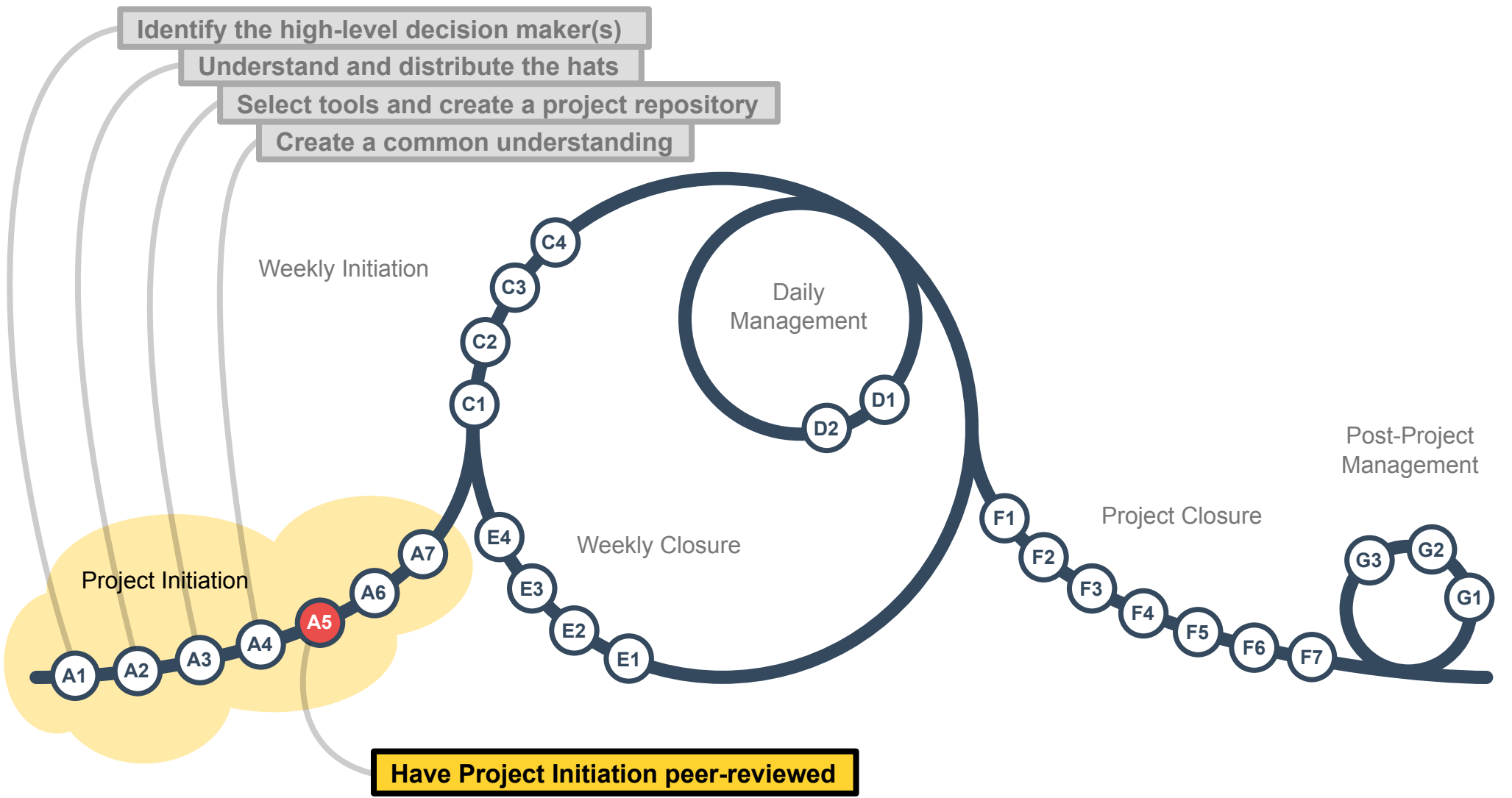


A5 - Have project initiation peer-reviewed



A5 - Have project initiation peer-reviewed





Identify the high-level decision maker(s)

Understand and distribute the hats

Select tools and create a project repository

Create a common understanding

Weekly Initiation

Daily Management

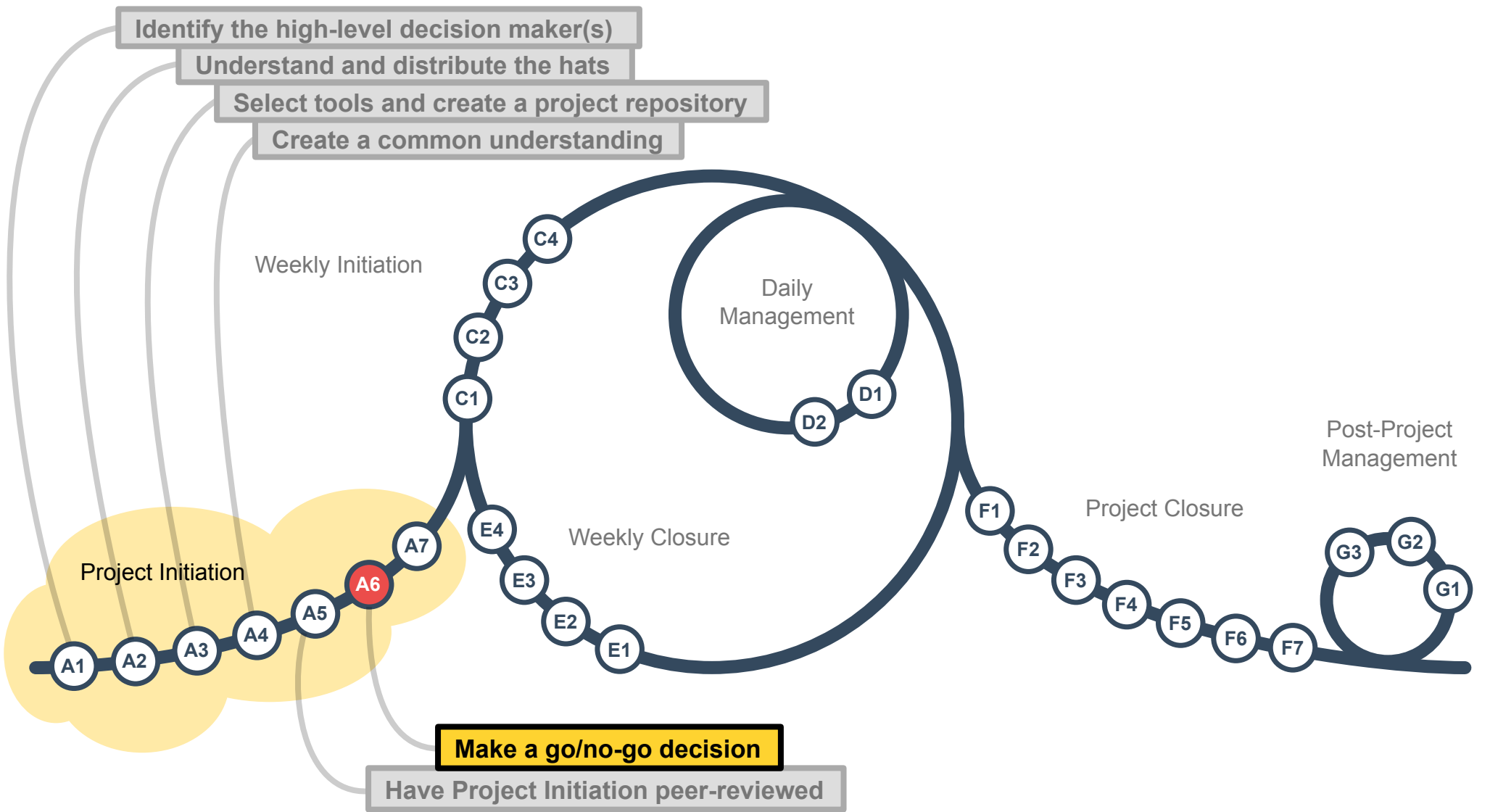
Post-Project Management

Project Initiation

Weekly Closure

Project Closure

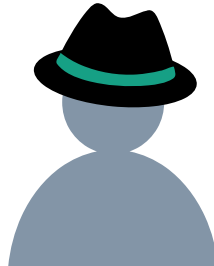
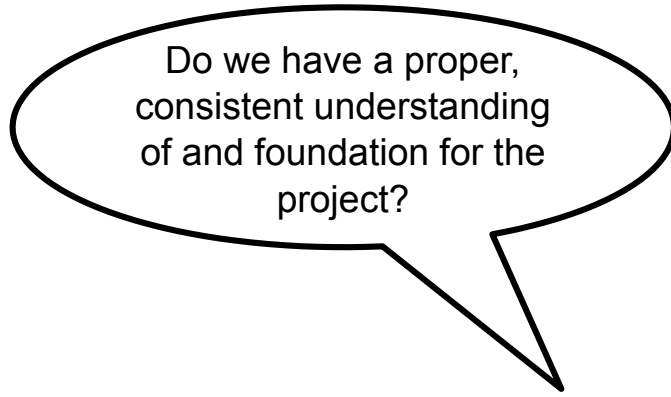
Have Project Initiation peer-reviewed



What concerns do you think each hat should have
in this management activity?



A6 - Make a go/no-go decision

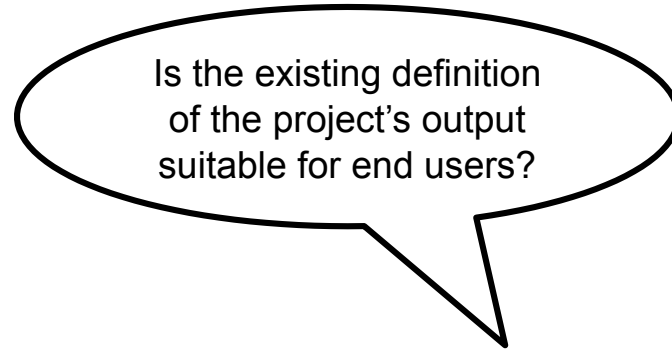


Project Manager Hat

A6 - Make a go/no-go decision



A6 - Make a go/no-go decision

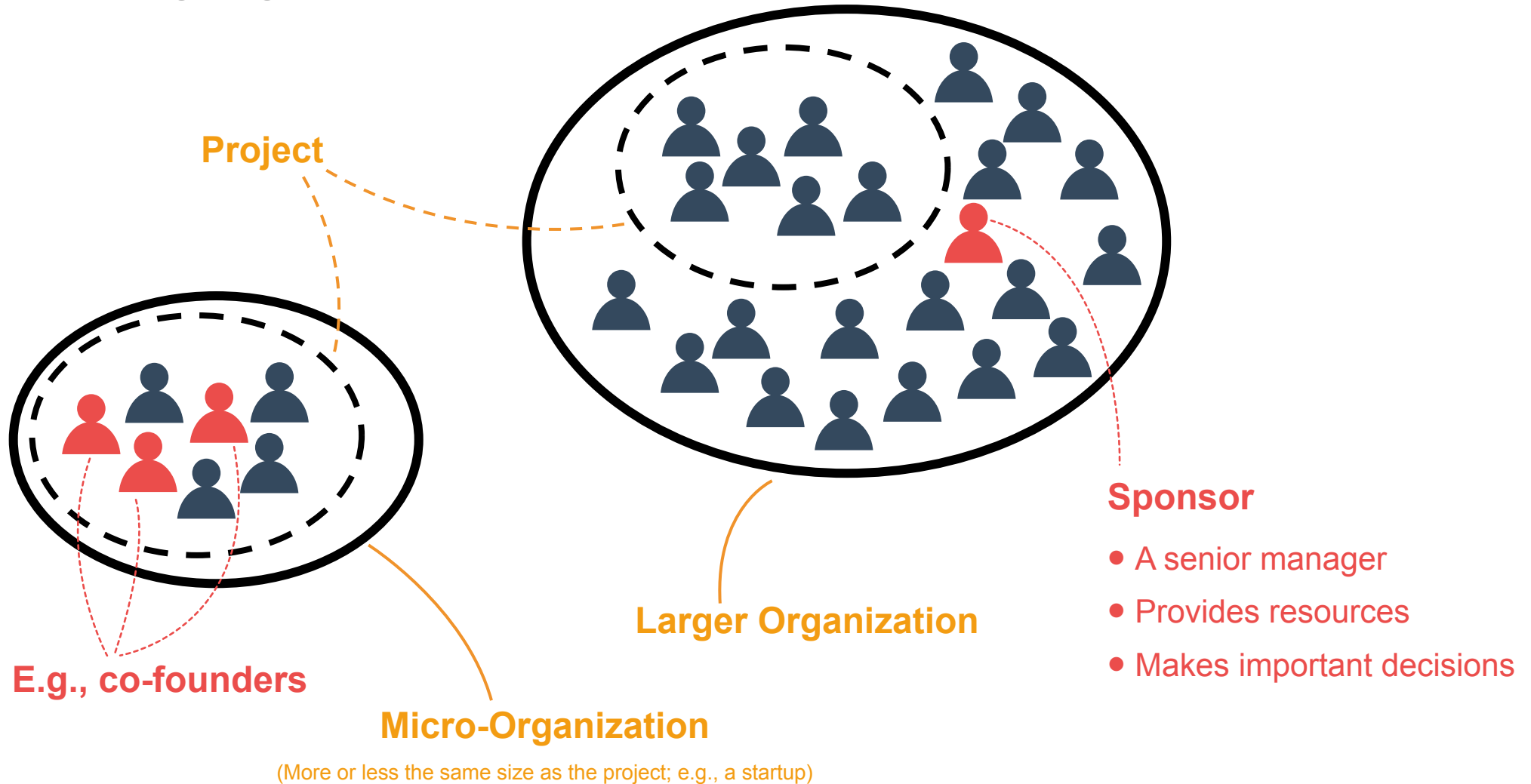


User Hat

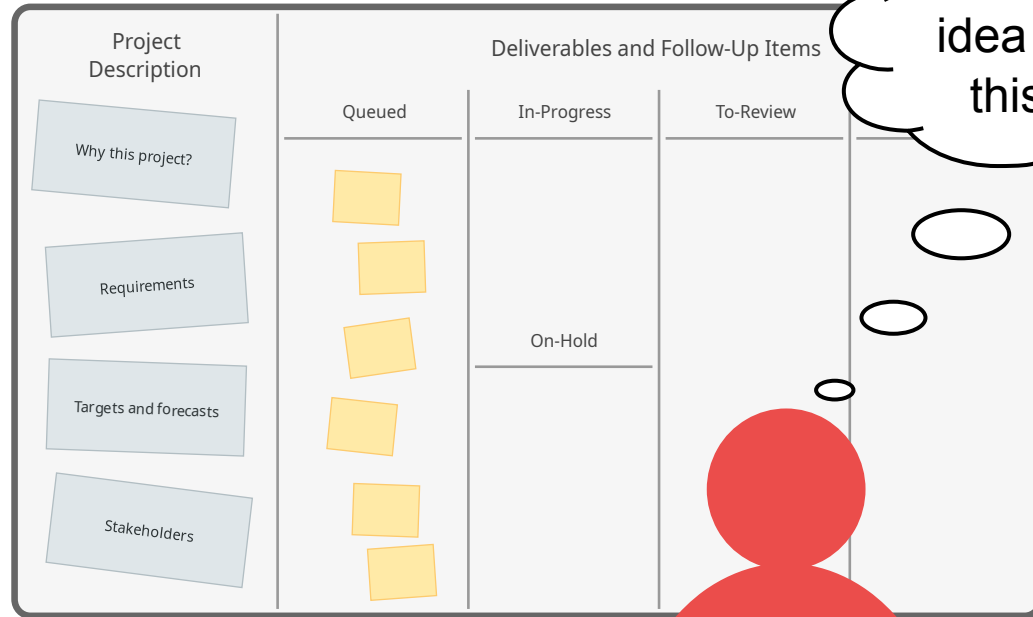
A6 - Make a go/no-go decision



A6 - Make a go/no-go decision



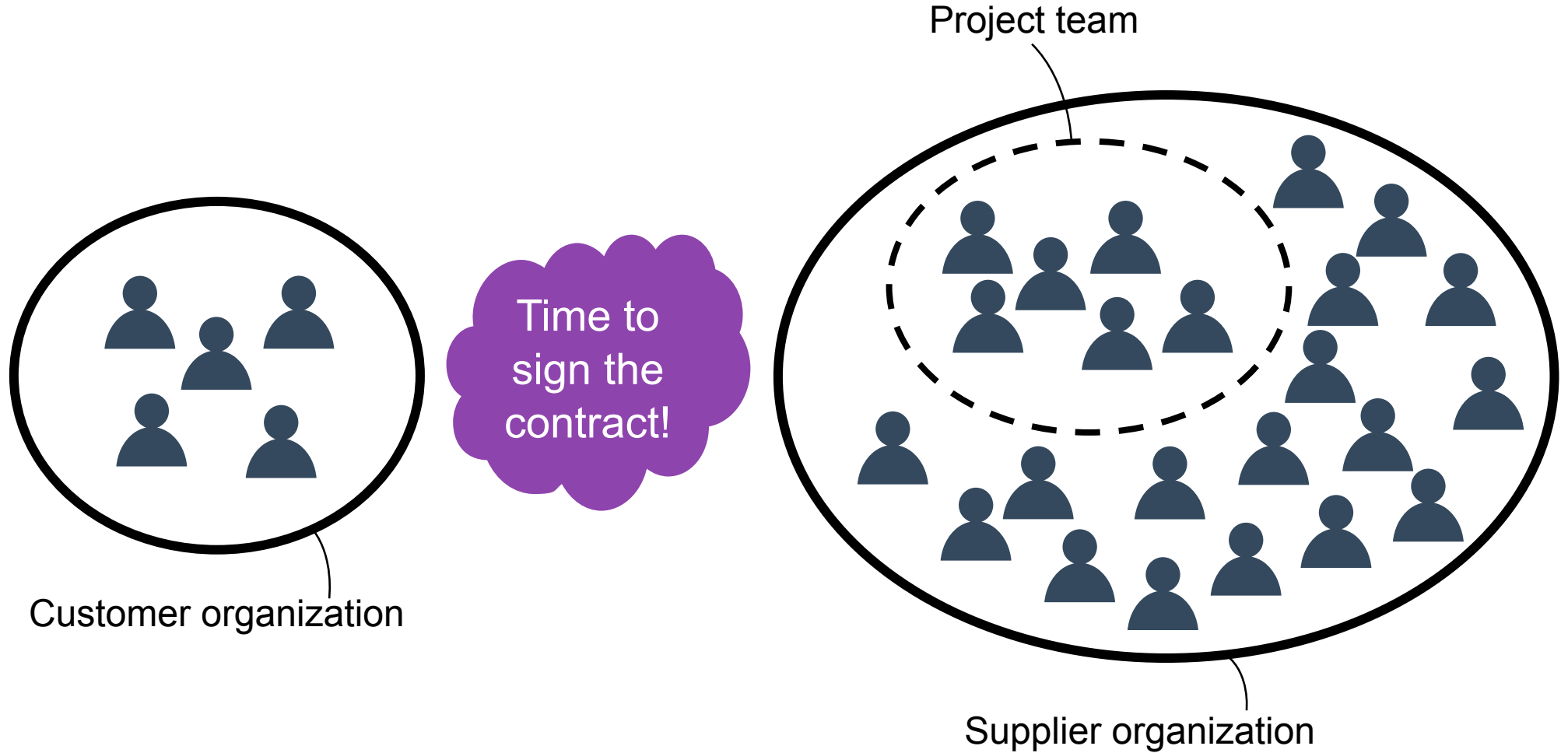
Integrated Project Board

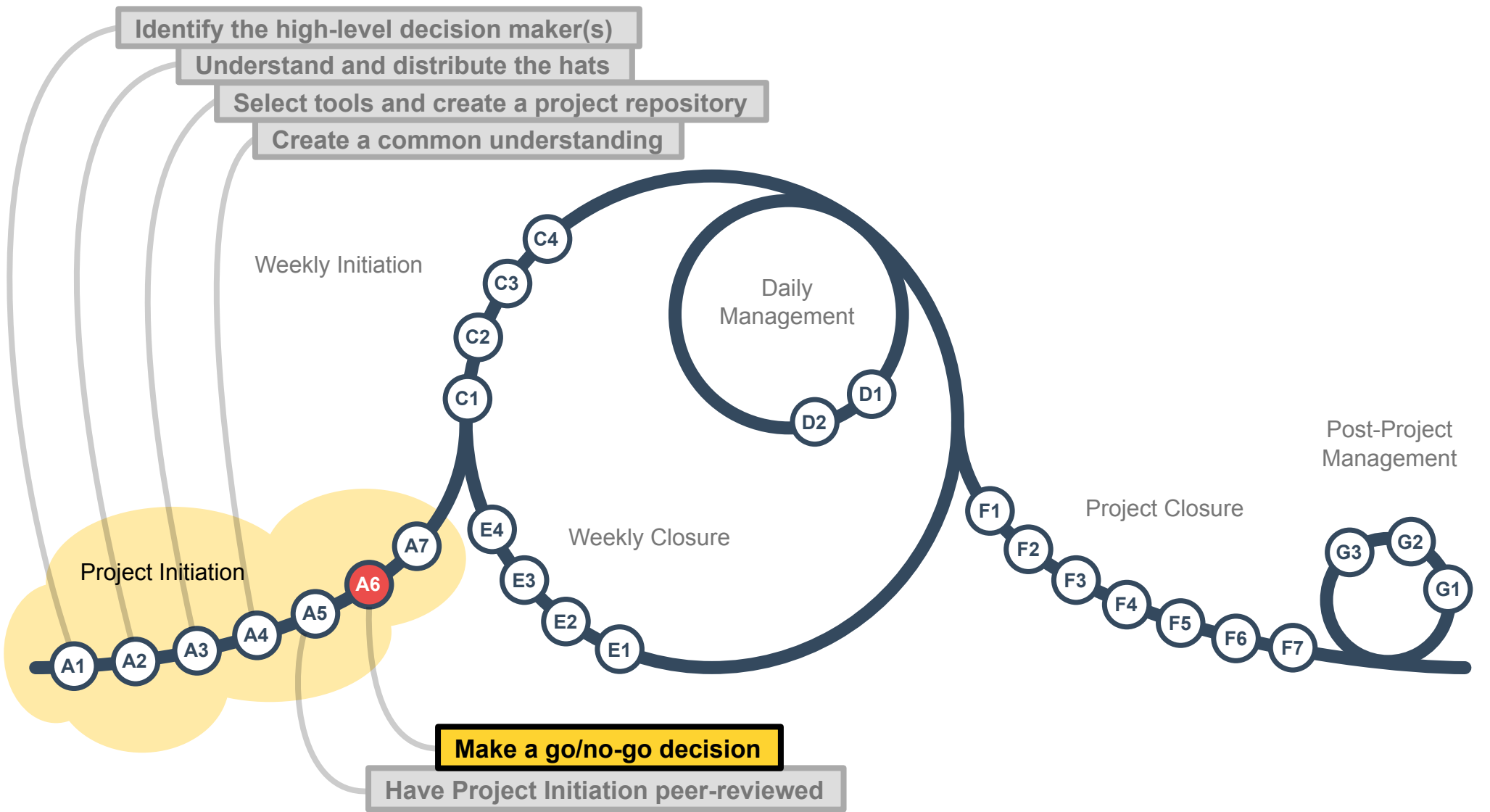


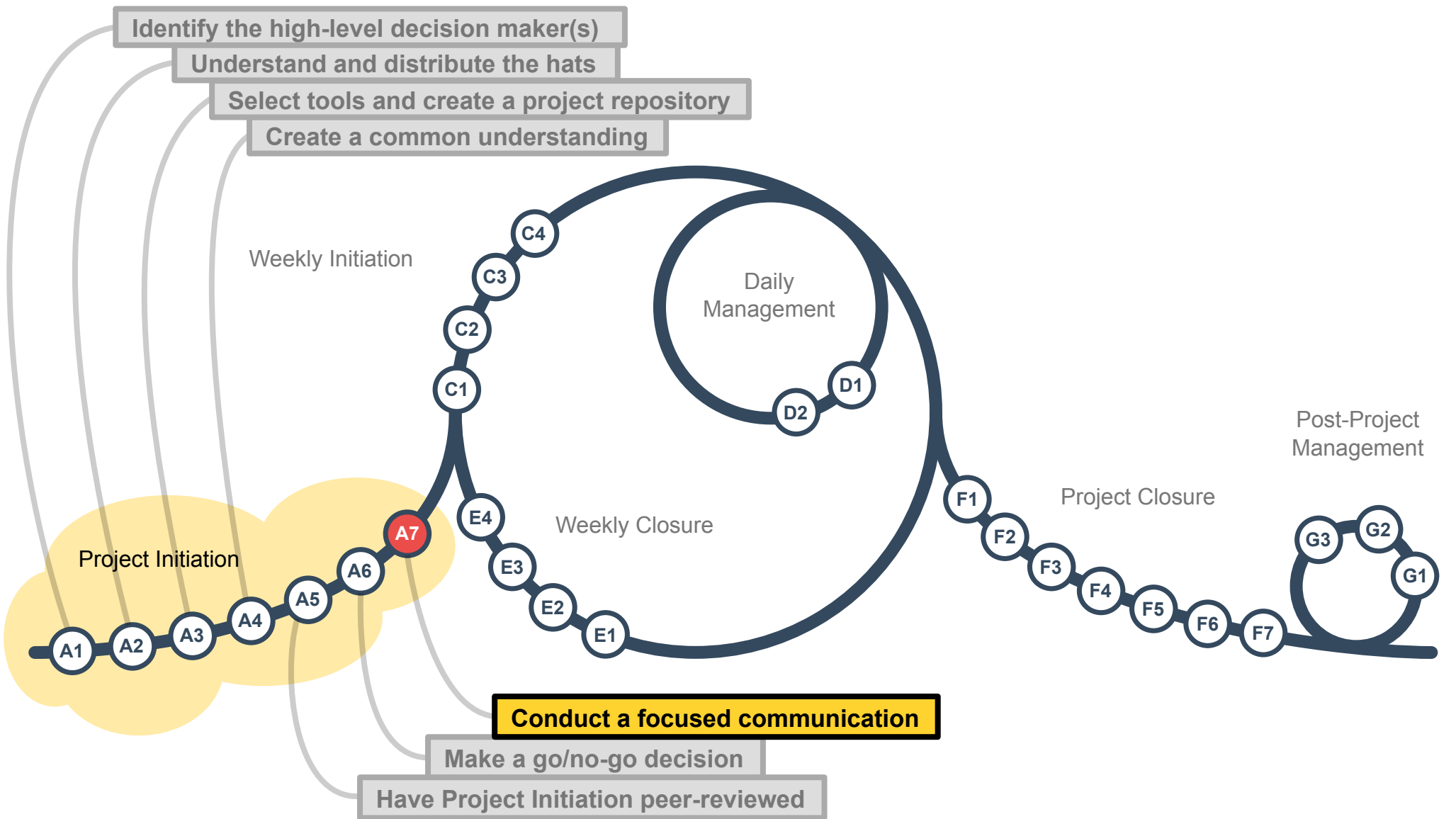
Is it a good idea to execute this project?

The high-level decision maker(s)
(e.g., the Sponsor)

A6 - Make a go/no-go decision



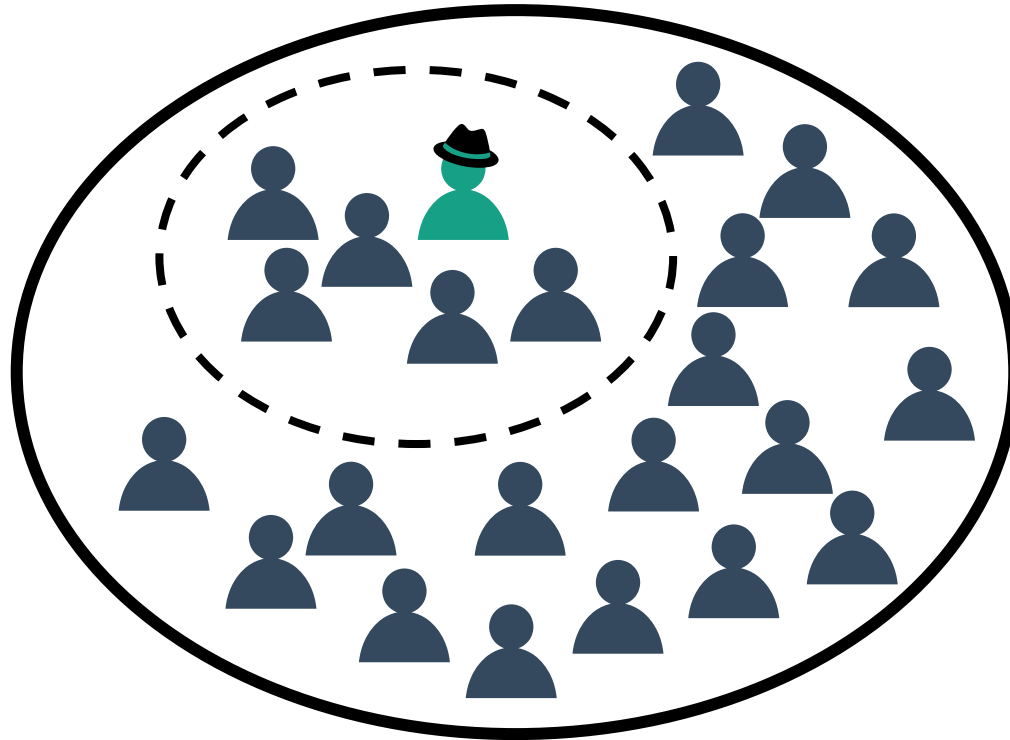




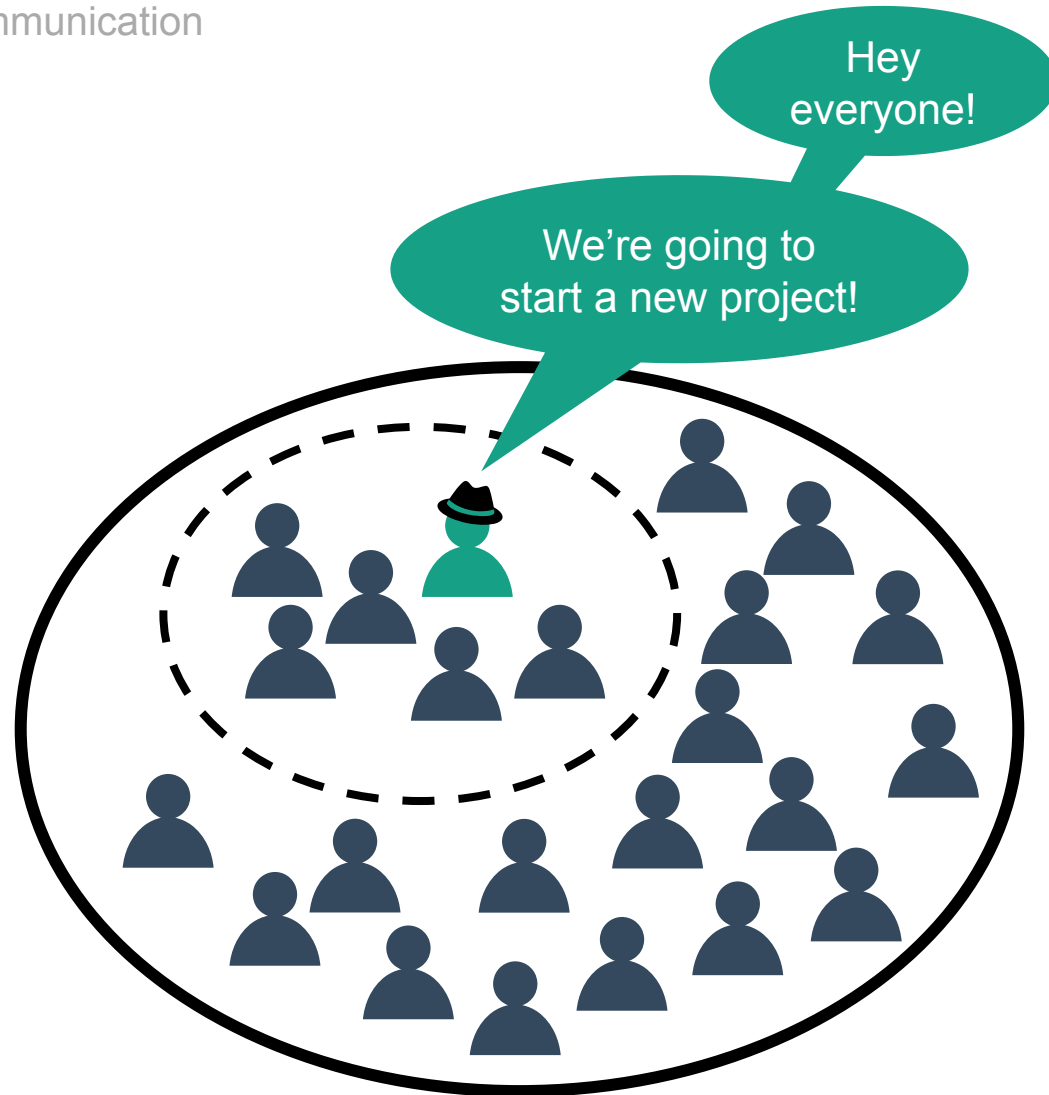
What are the advantages of informing everyone in the organization that we're going to start working on a new project?



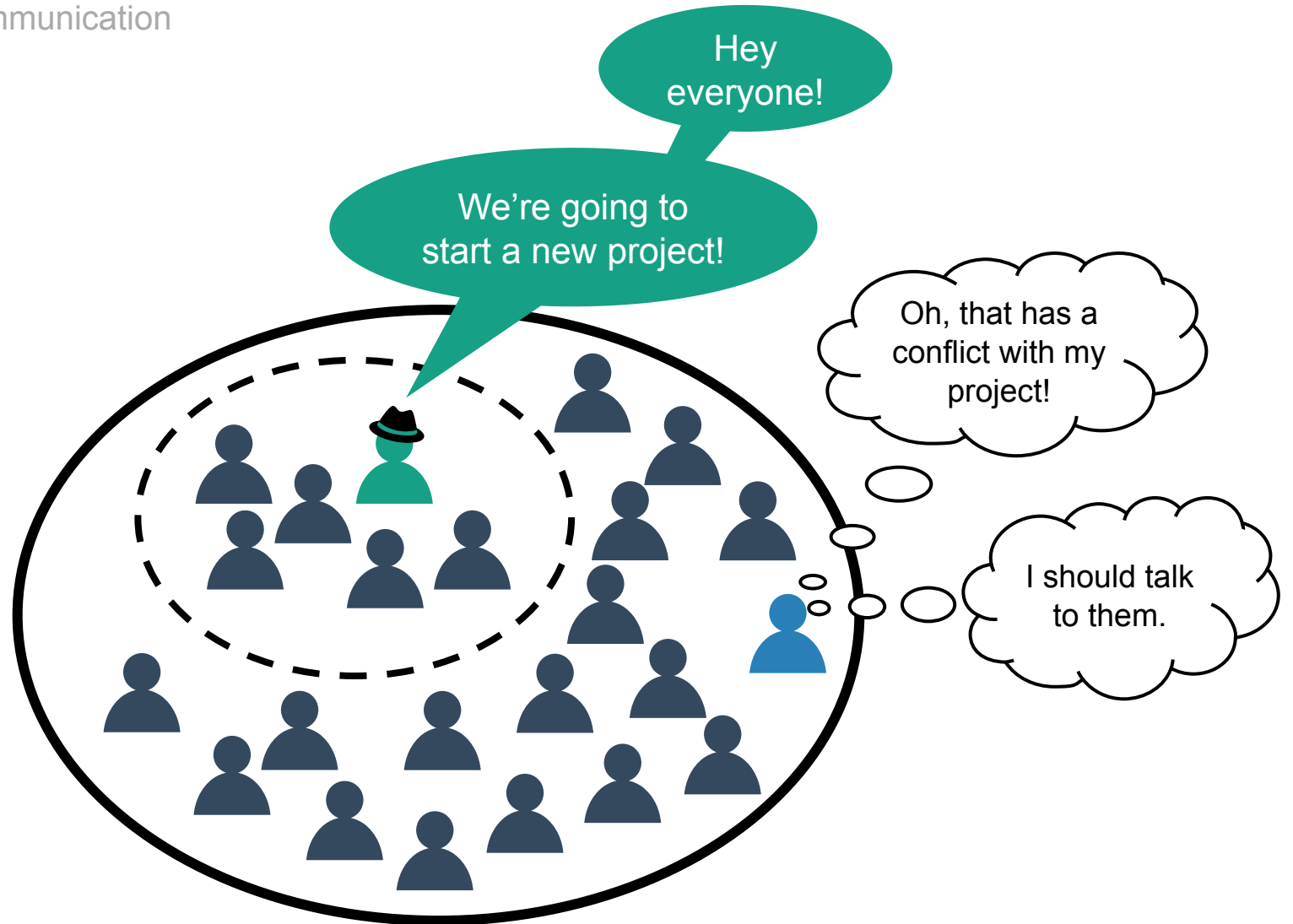
A7 - Conduct a focused communication



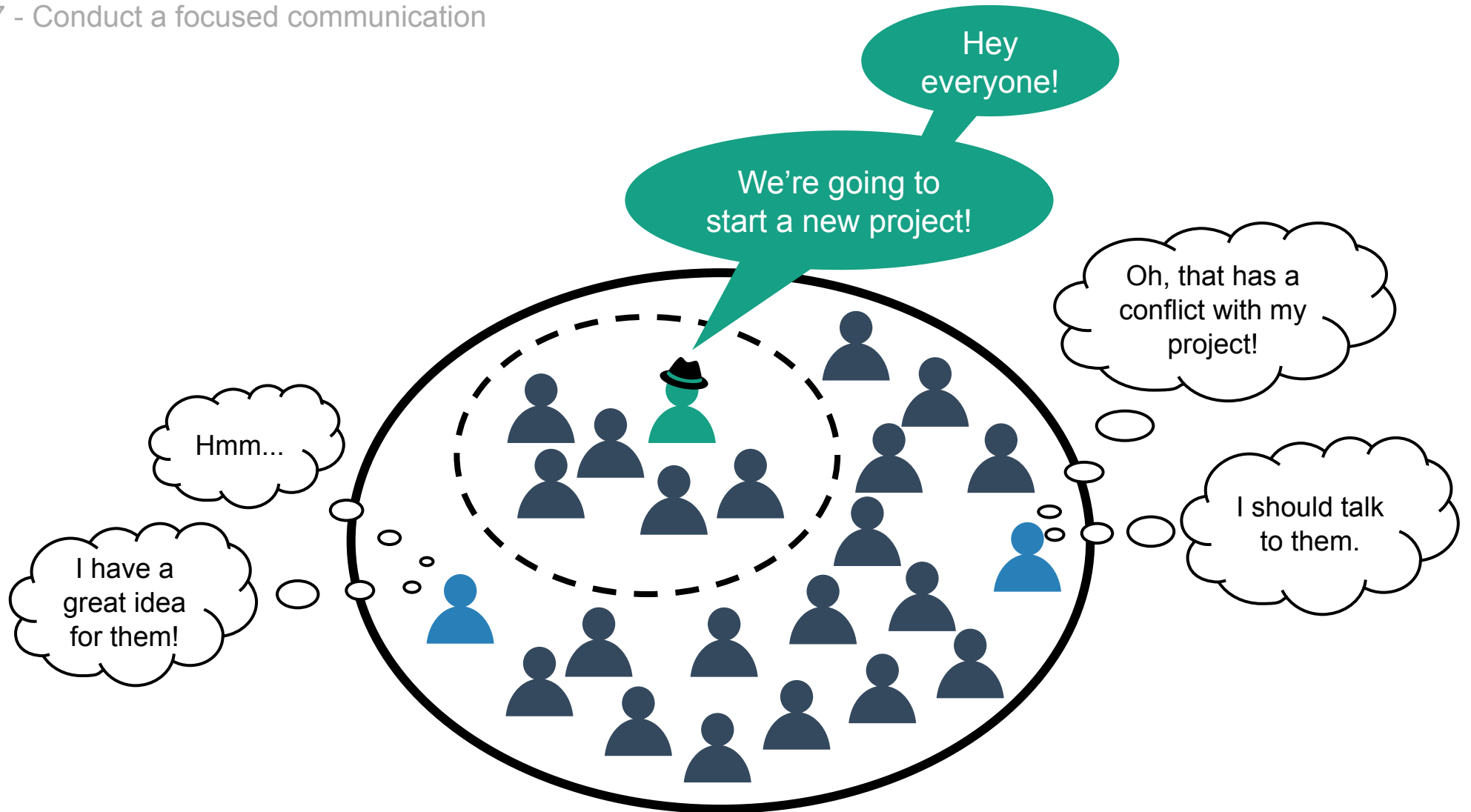
A7 - Conduct a focused communication

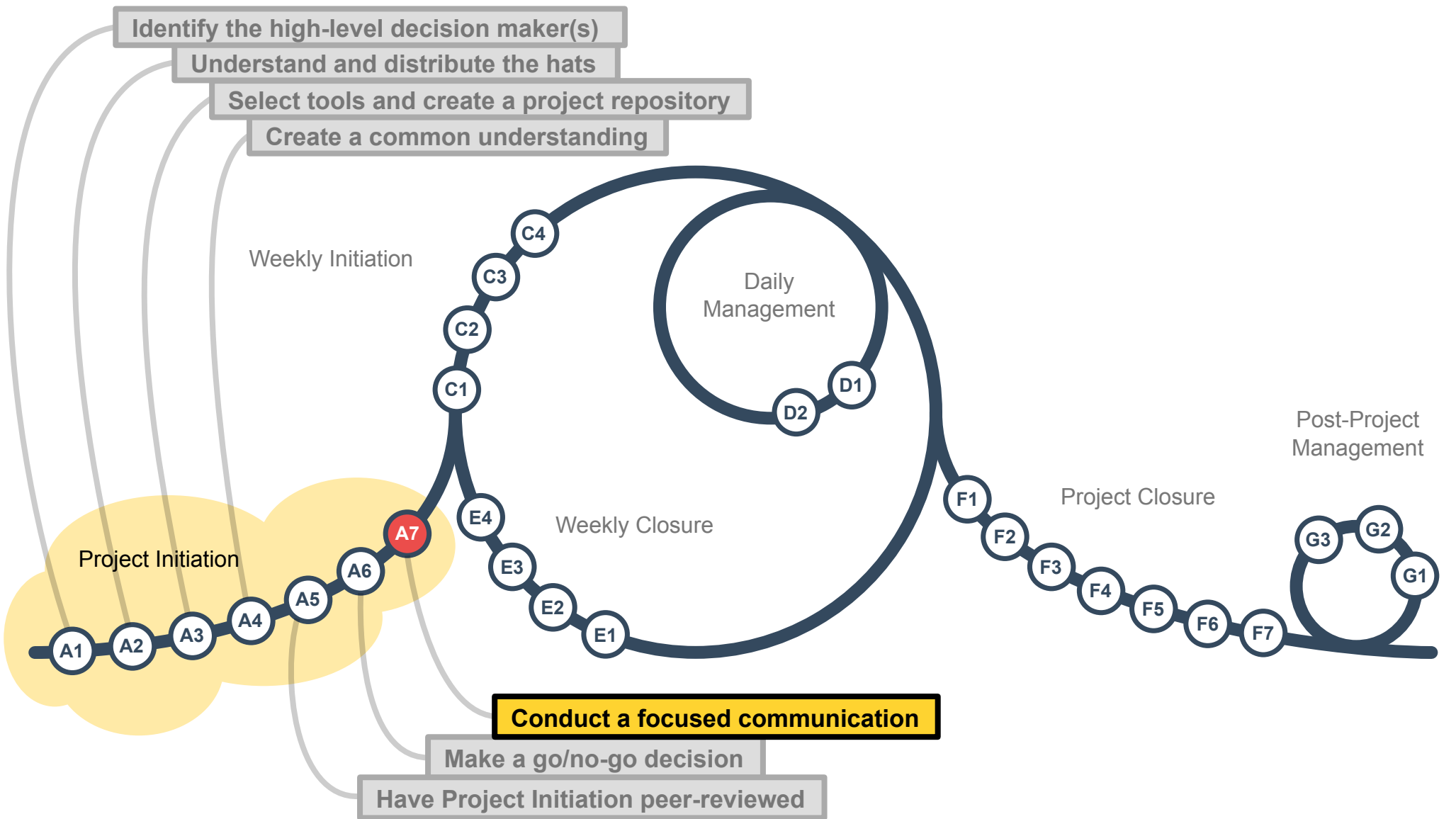


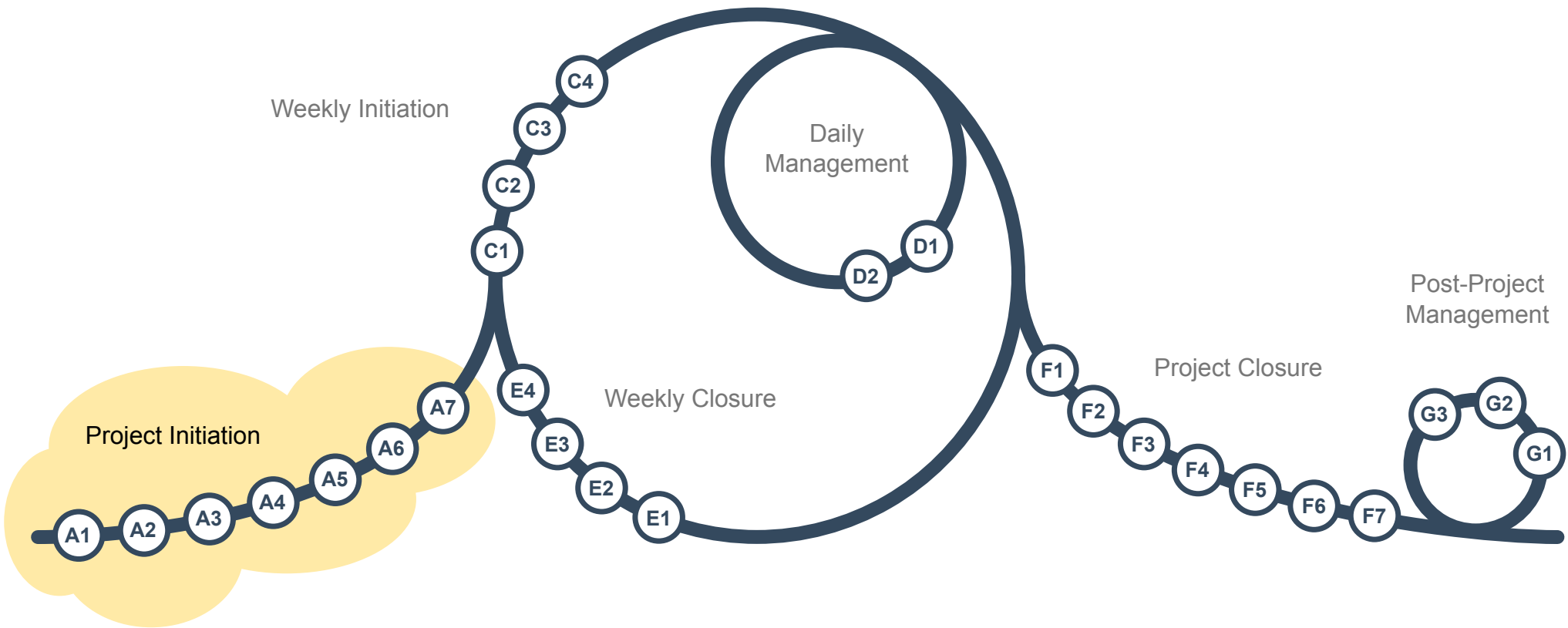
A7 - Conduct a focused communication

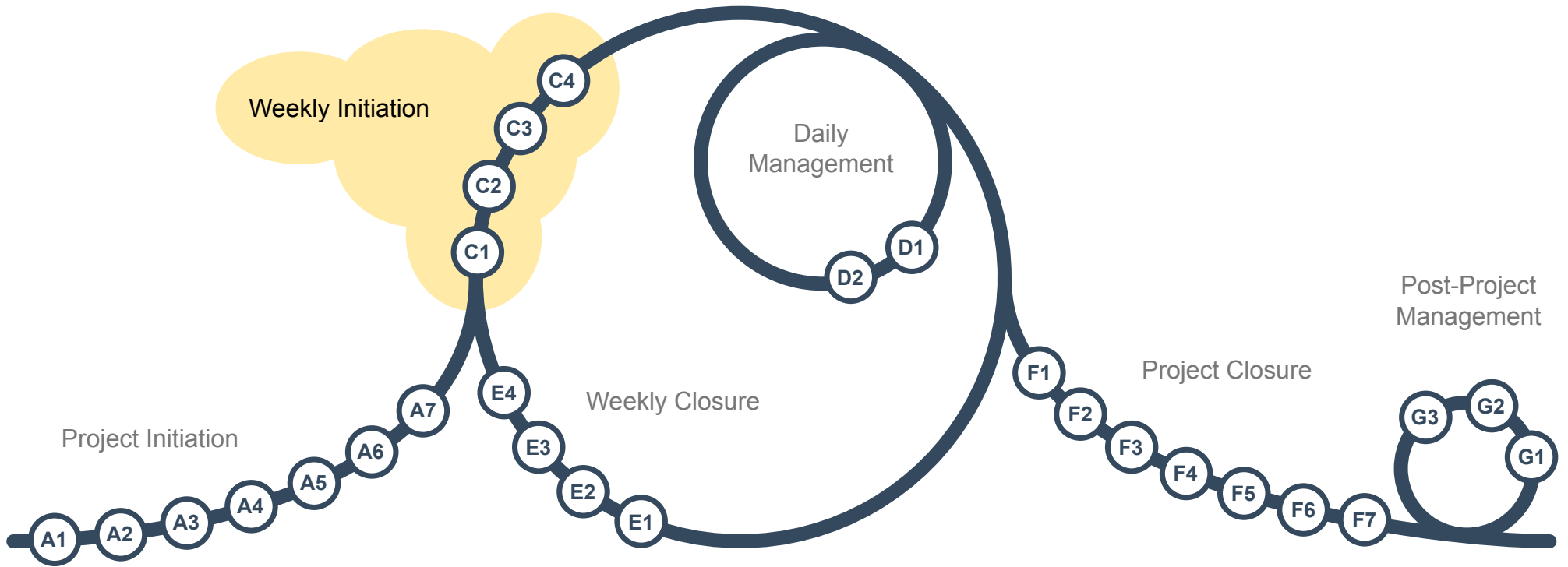


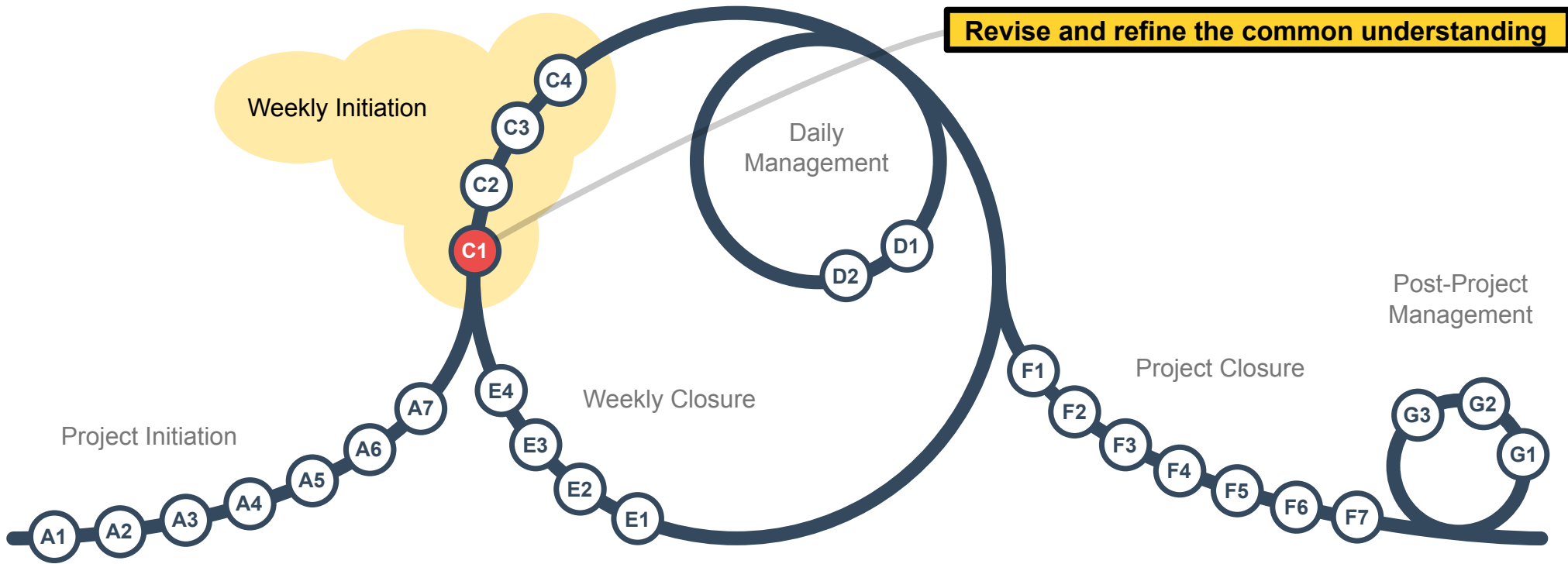
A7 - Conduct a focused communication











Weekly Initiation

Revise and refine the common understanding

Daily Management

Post-Project Management

Project Initiation

Weekly Closure

Project Closure

A1

A2

A3

A4

A5

A6

A7

C1

C2

C3

C4

D2

D1

E1

E2

E3

E4

F1

F2

F3

F4

F5

F6

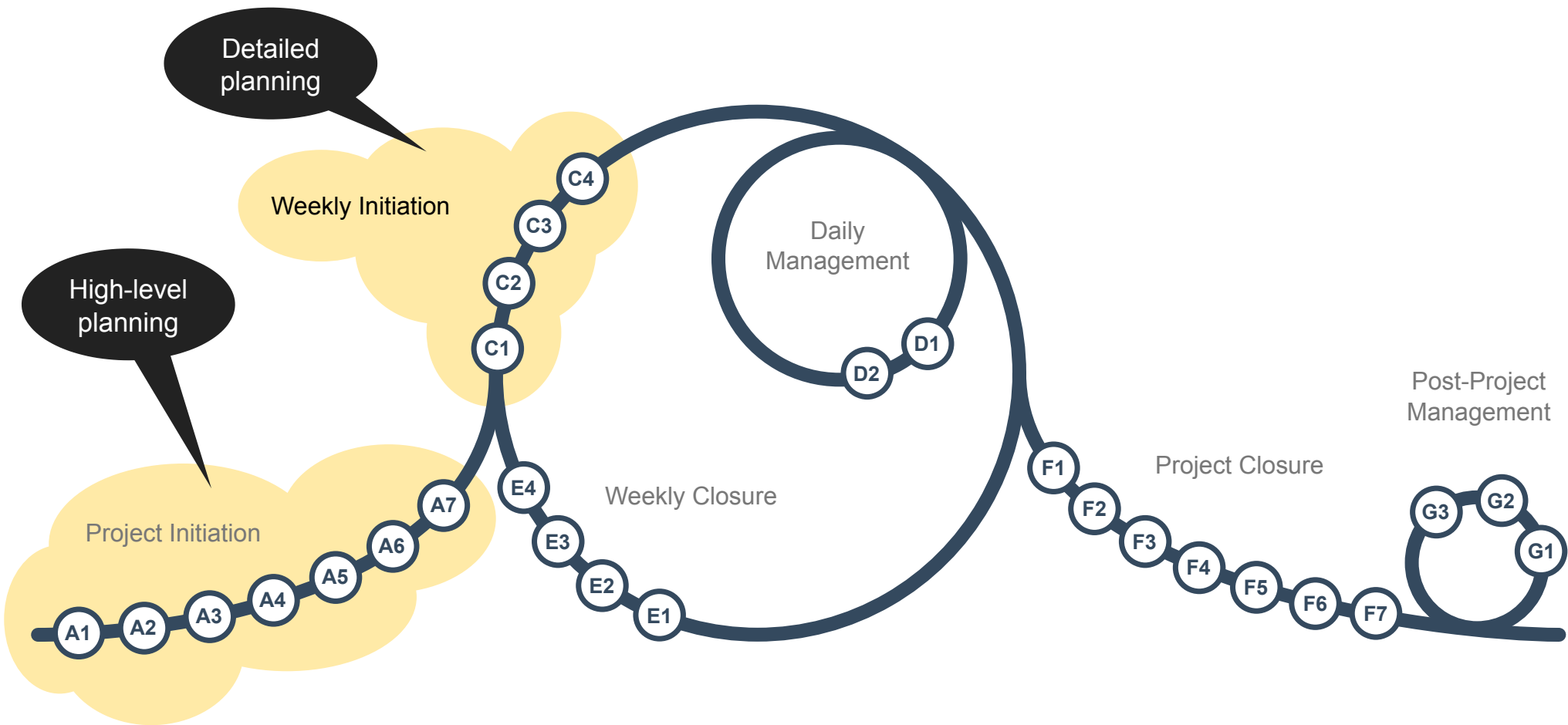
F7

G3

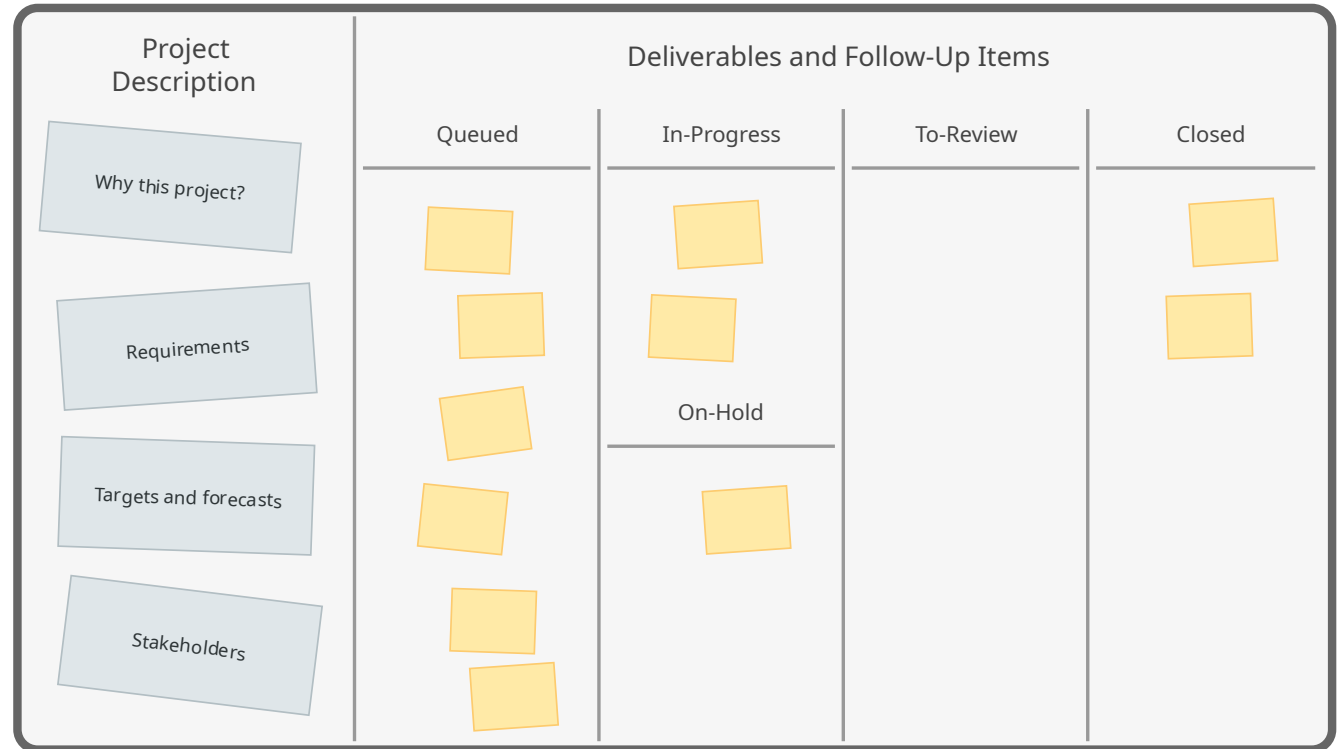
G2

G1

C1 - Revise and refine the common understanding

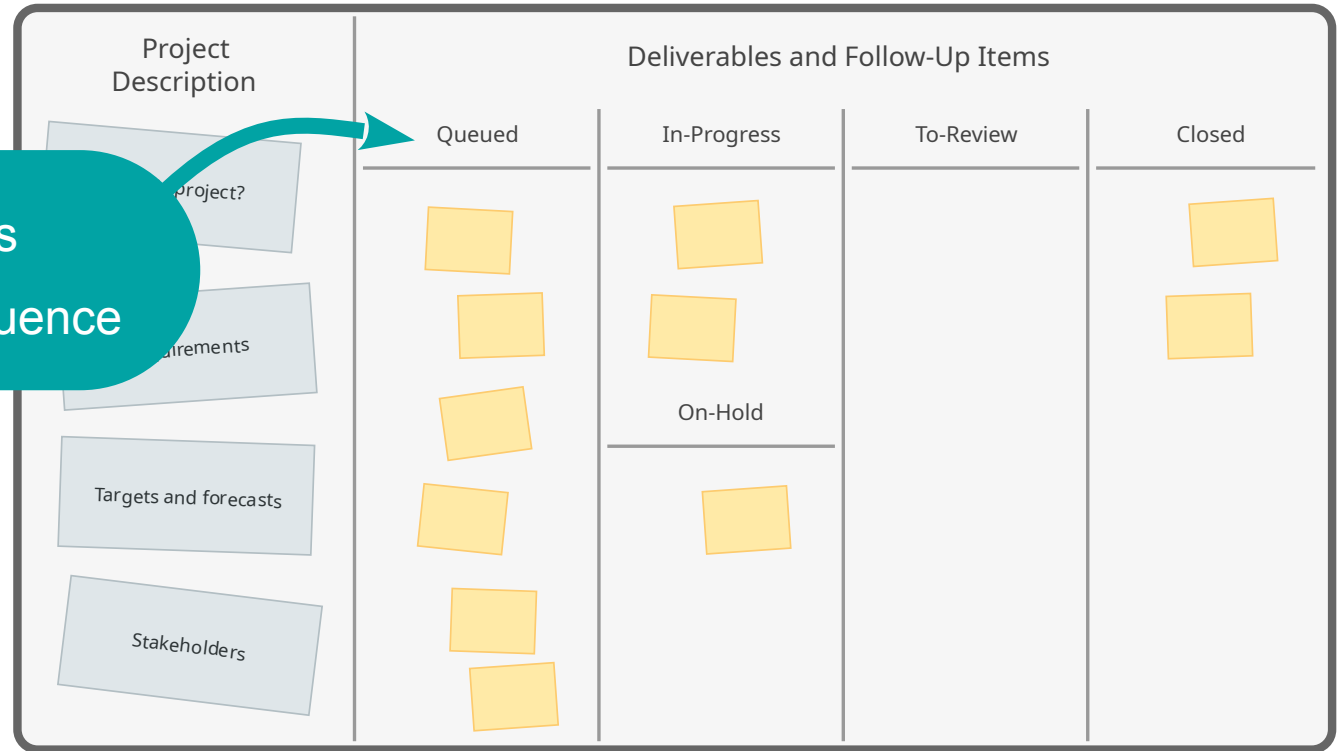


Integrated Project Board

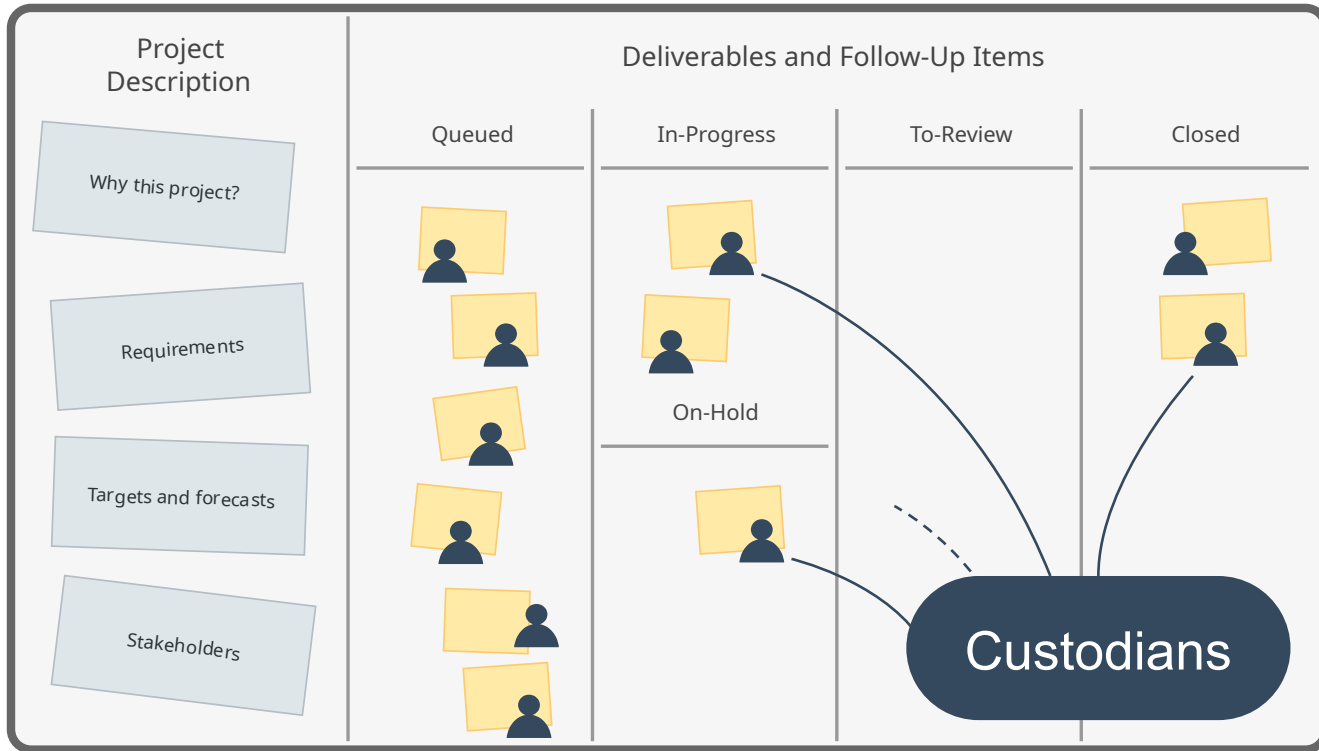


Integrated Project Board

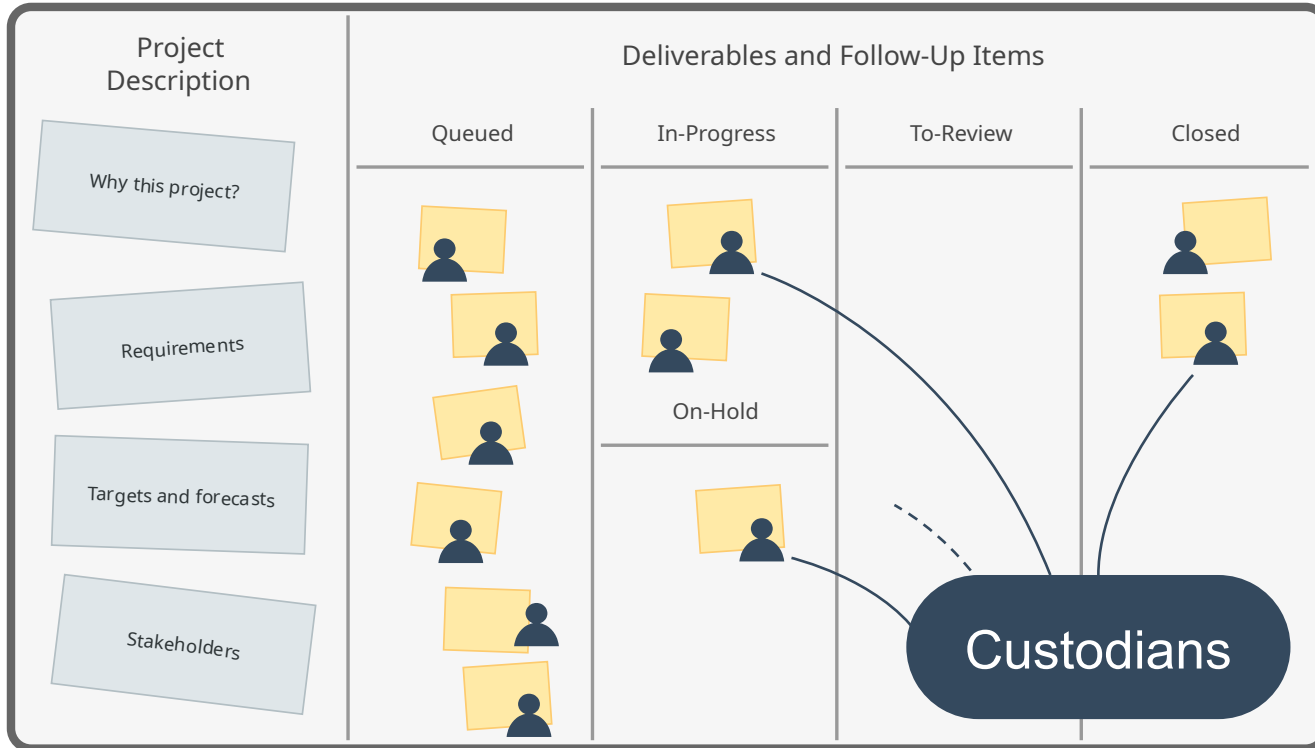
- 1 Adding new cards
- 2 Revising the sequence



Integrated Project Board



Integrated Project Board

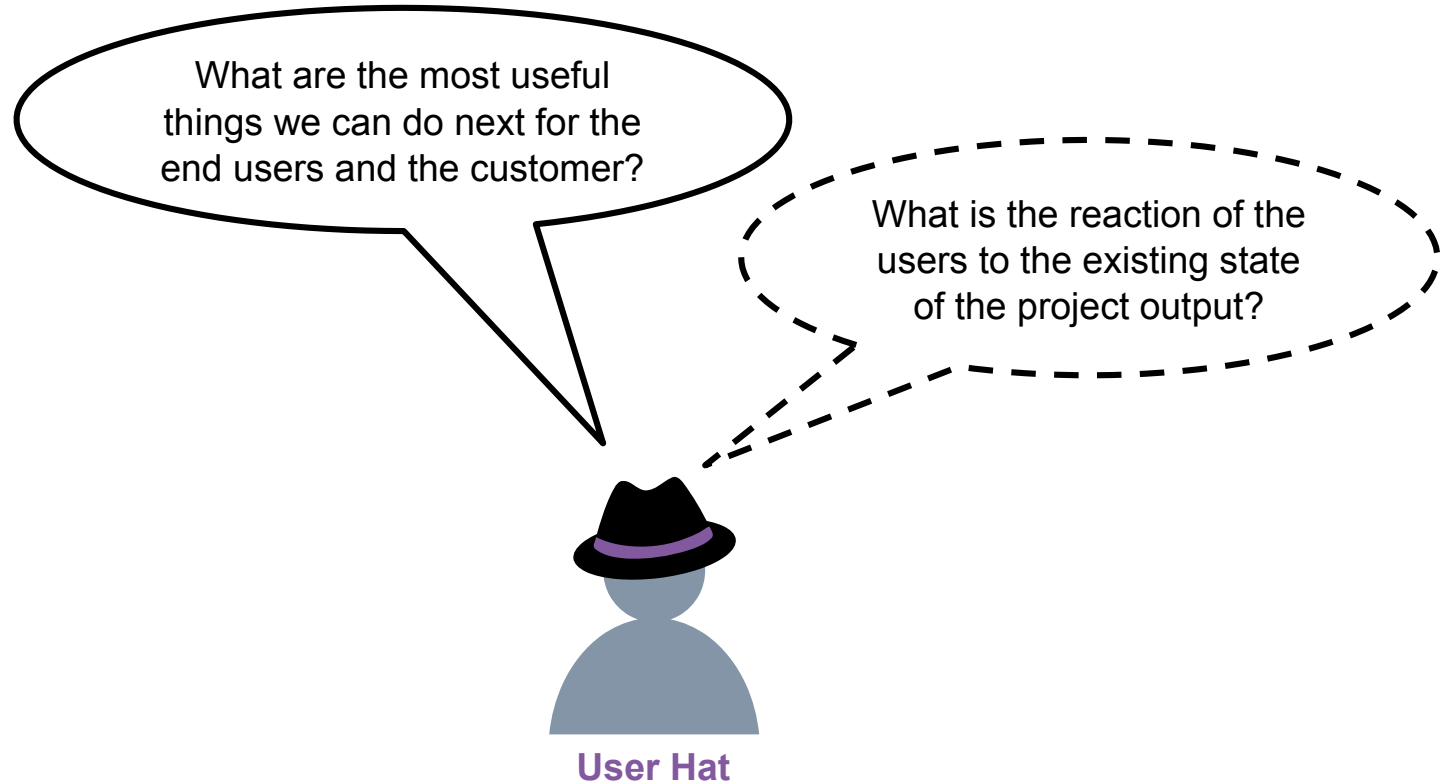


- Adding comments
- Updating status
- Following up

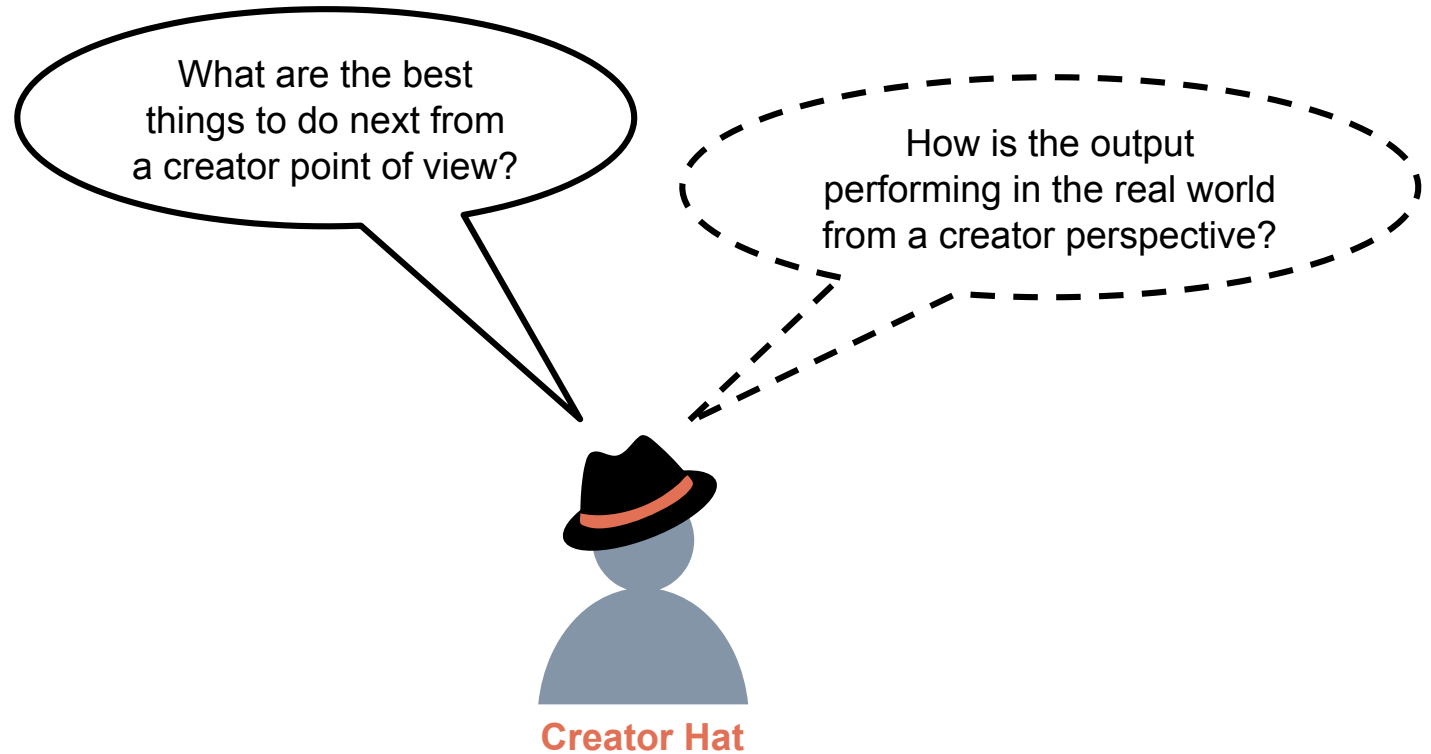
What concerns do you think each hat should have
in this management activity?



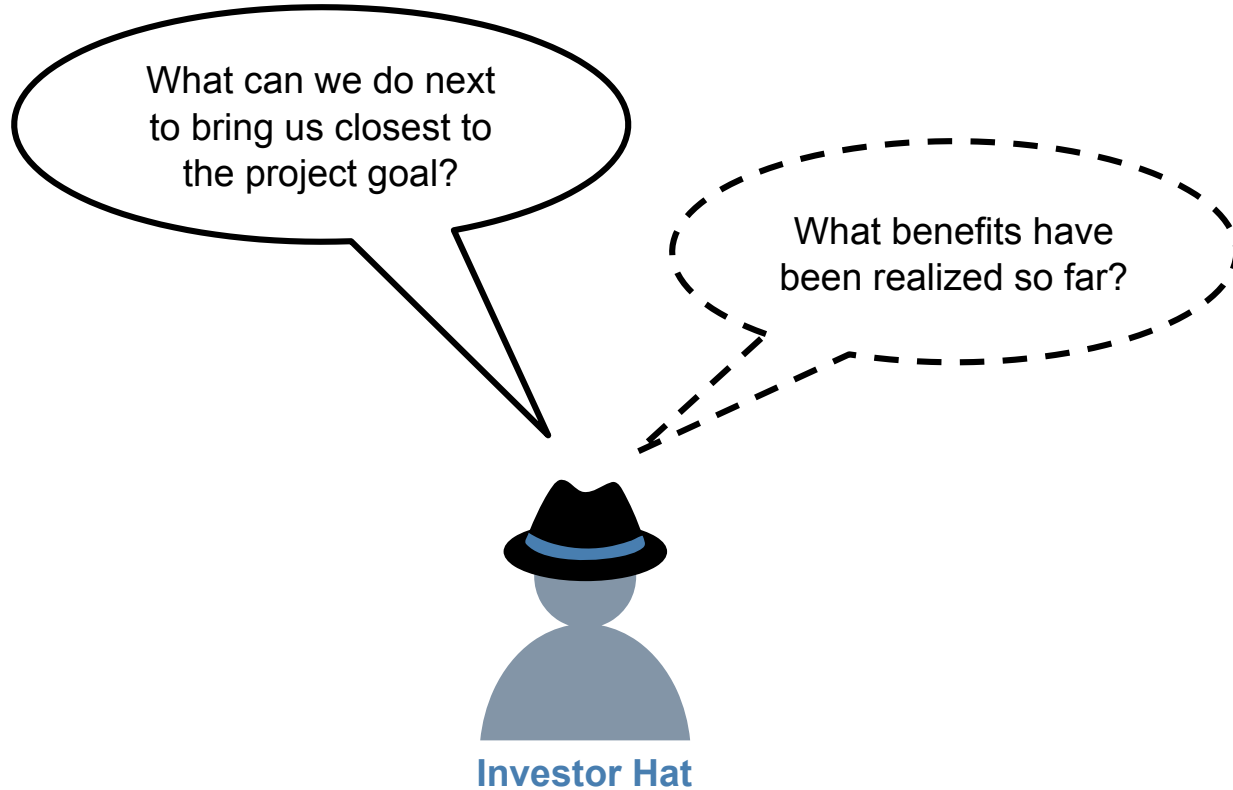
C1 - Revise and refine the common understanding



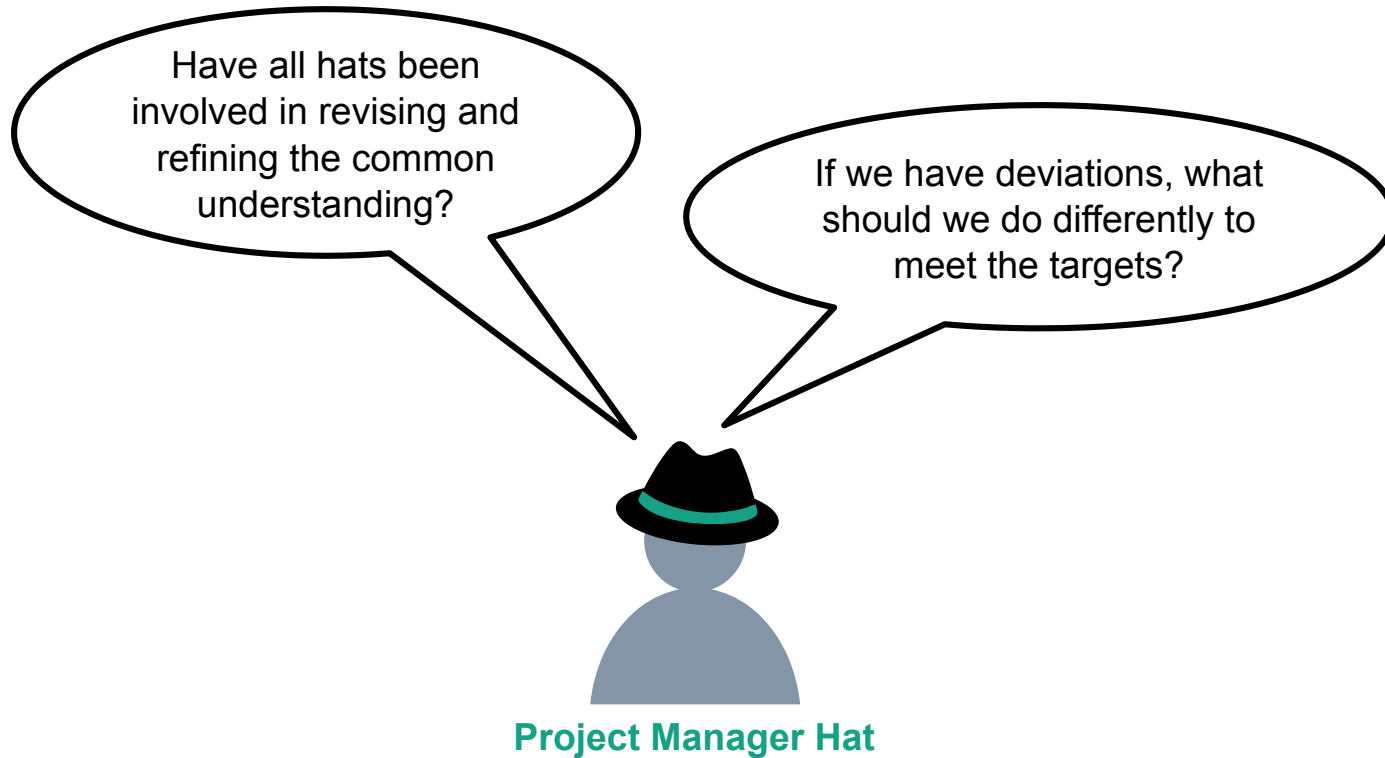
C1 - Revise and refine the common understanding



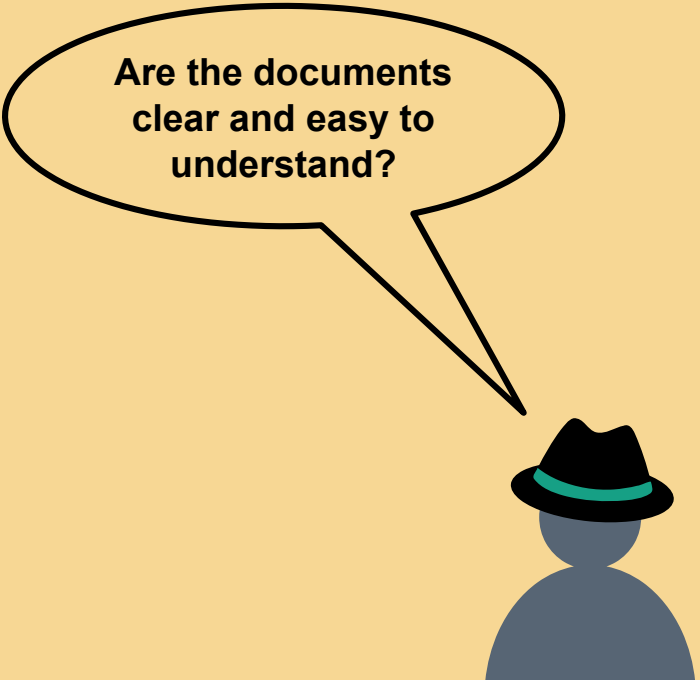
C1 - Revise and refine the common understanding



C1 - Revise and refine the common understanding

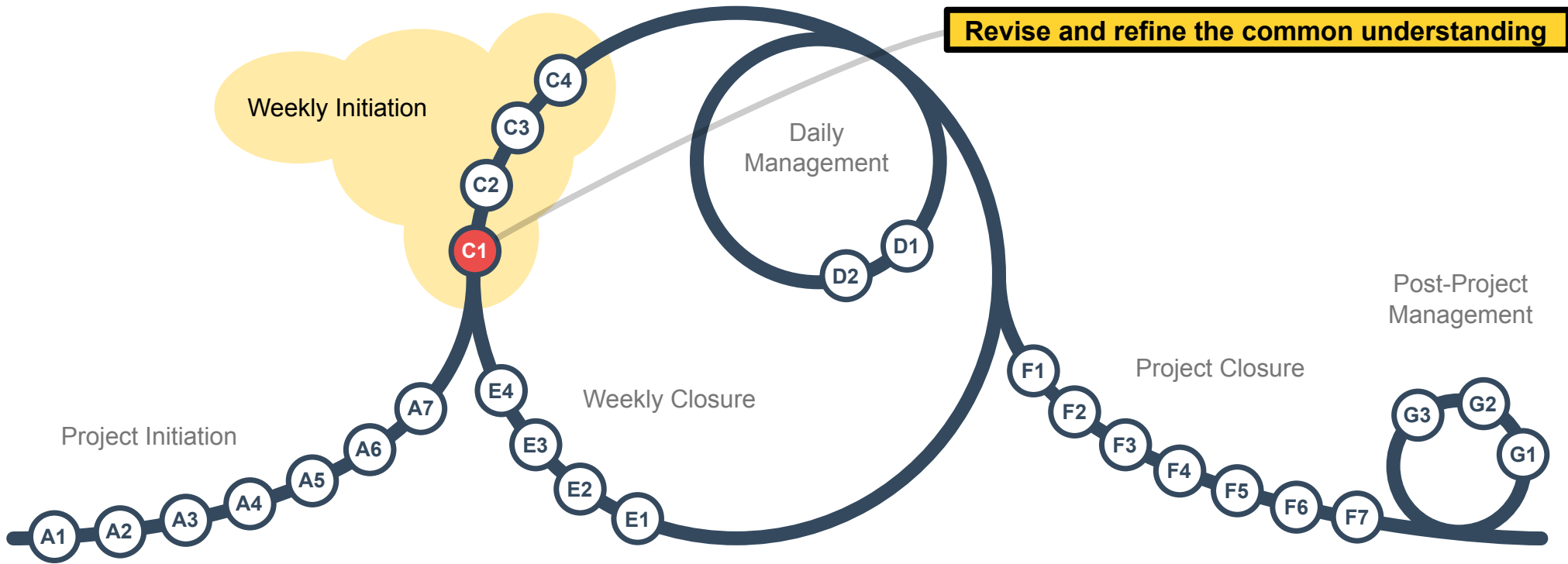


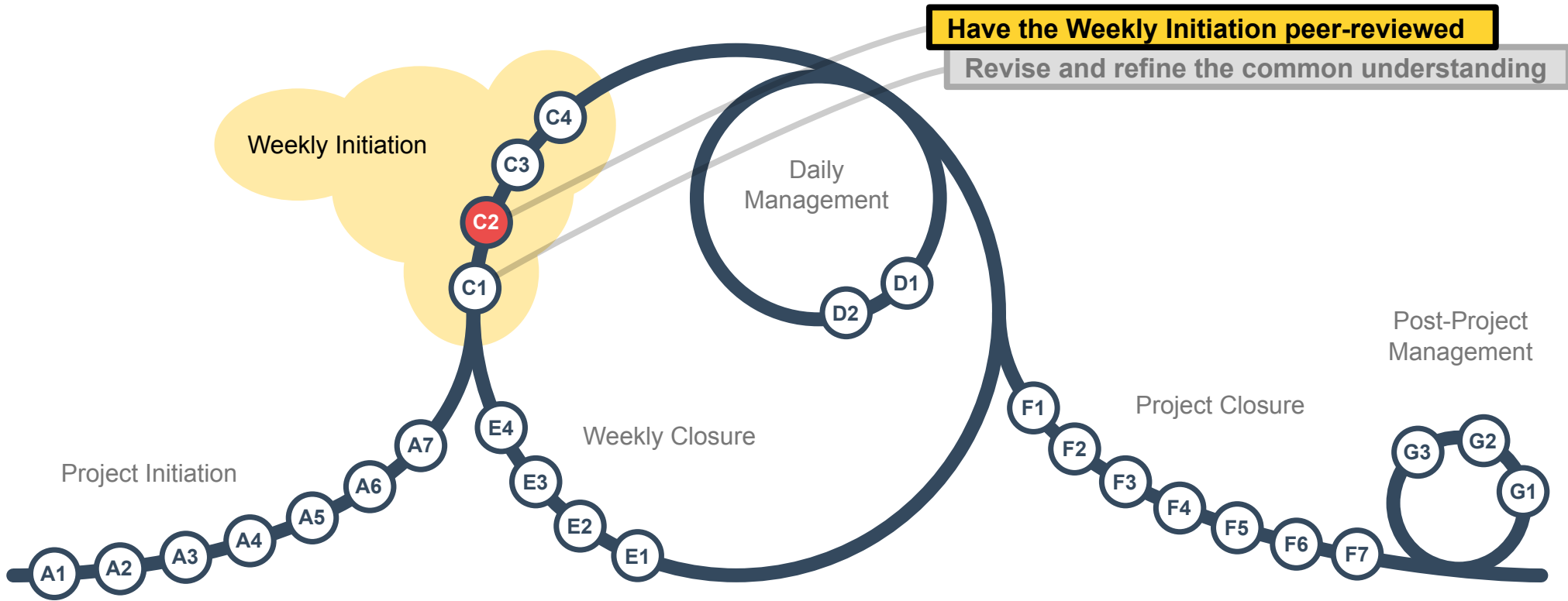
C1 - Revise and refine the common understanding



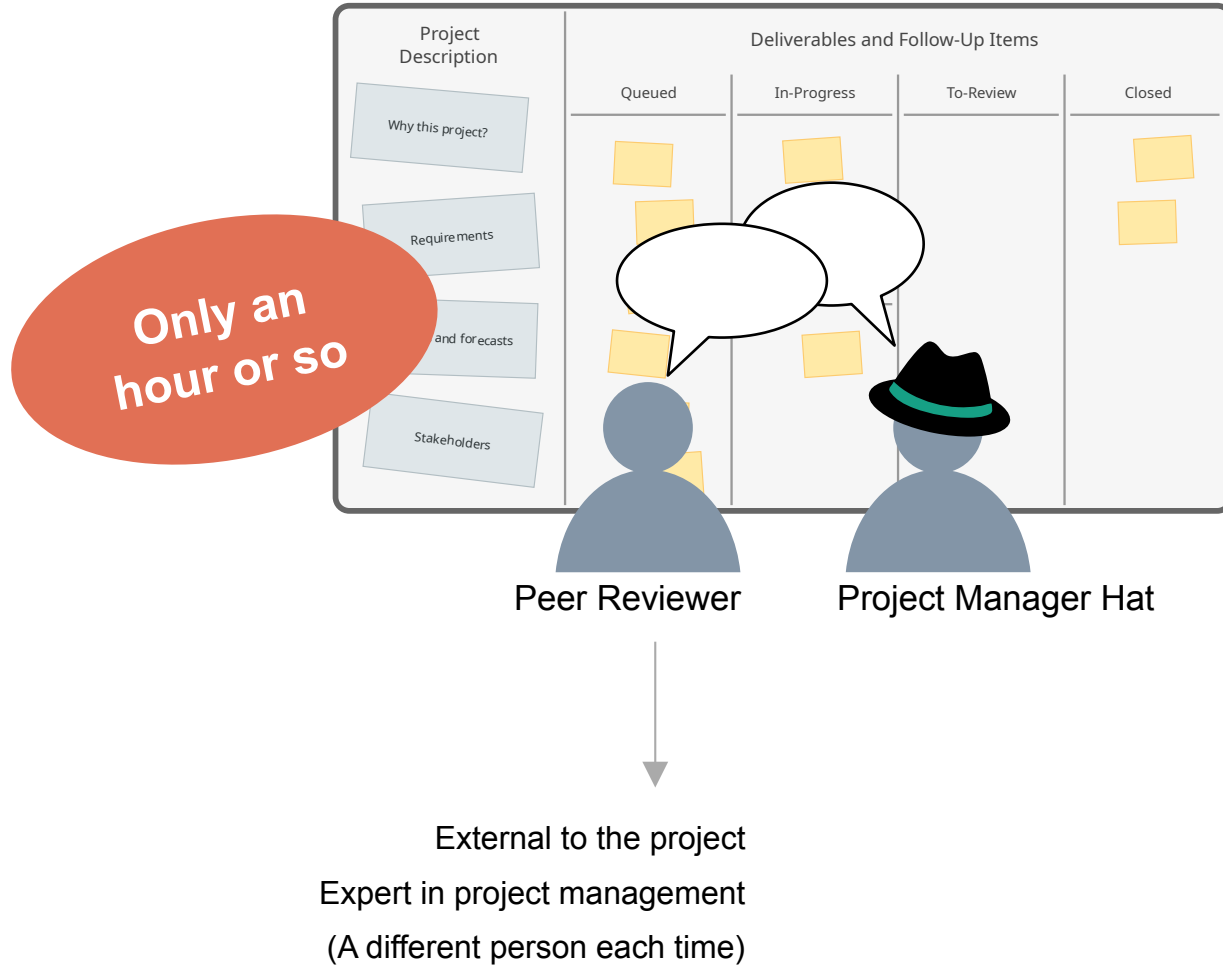
**Are the documents
clear and easy to
understand?**

Project Manager Hat





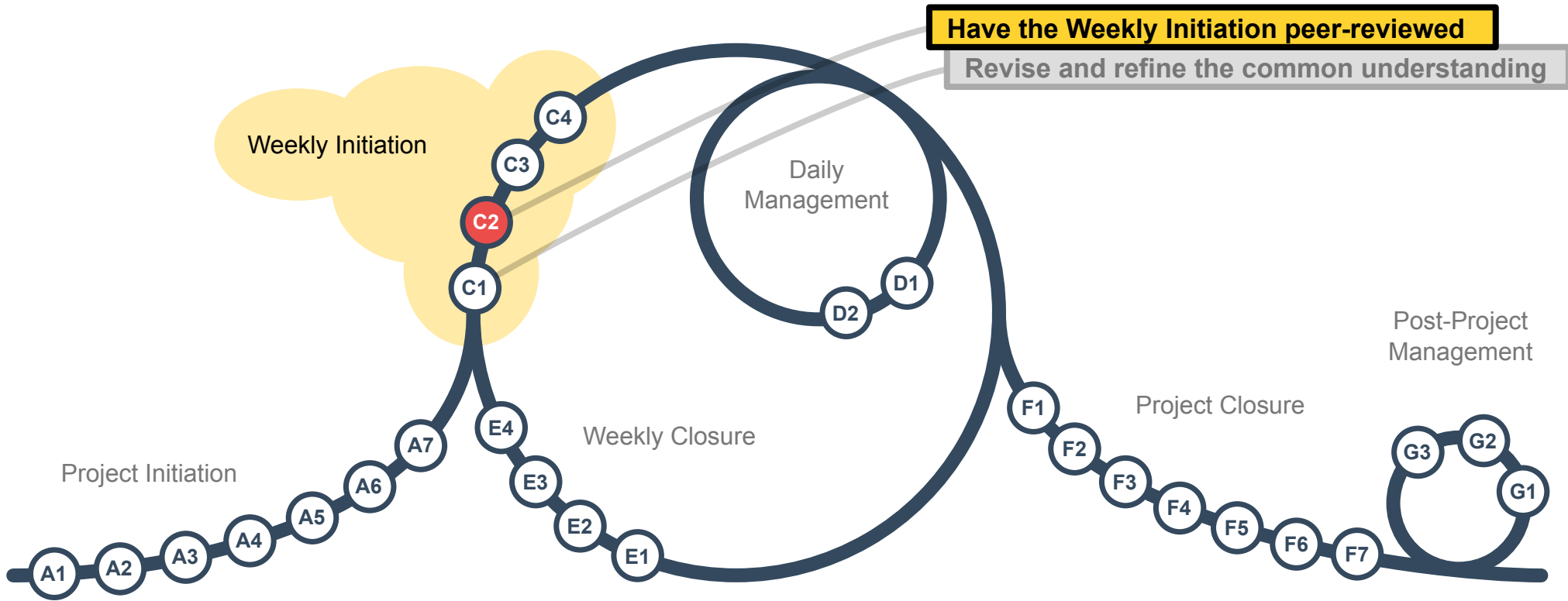
C2 - Have the Weekly Initiation peer-reviewed

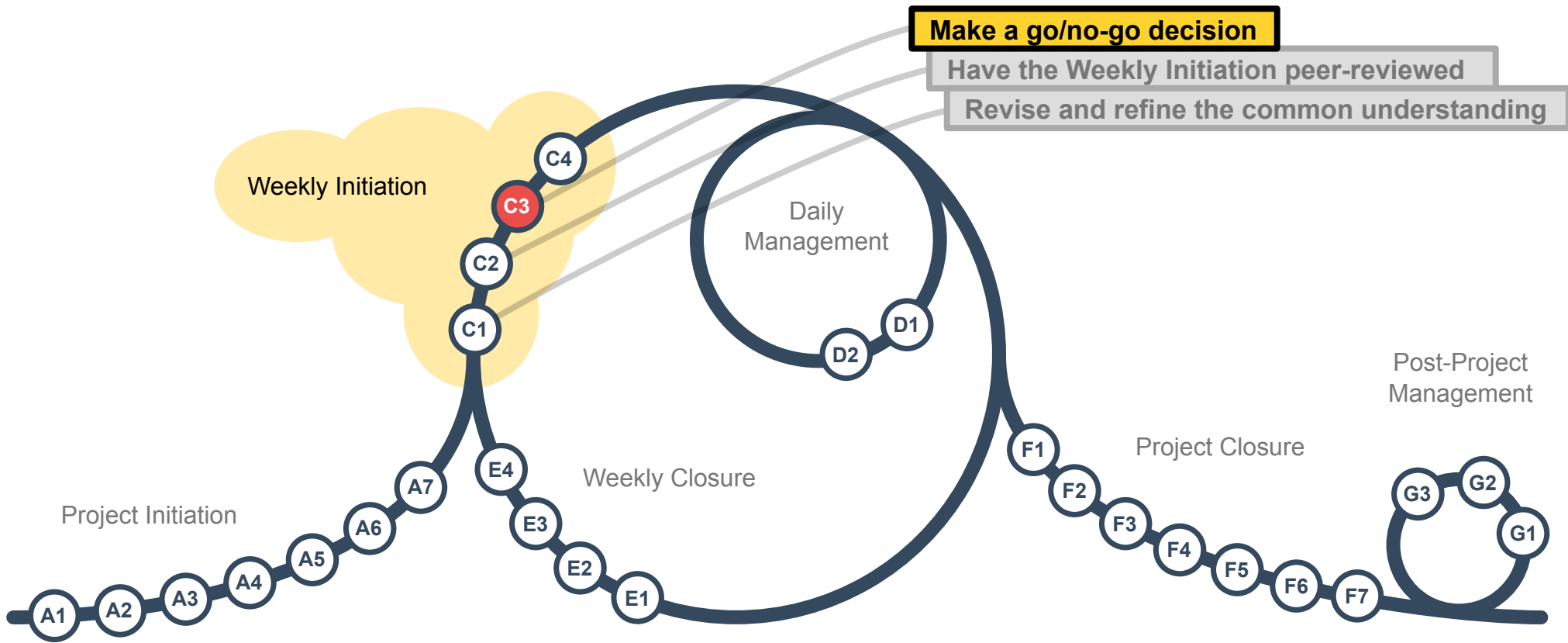


- ★ Helps find mistakes
- ★ Both learn from each other



Do other hats need peer-reviews as well?





Make a go/no-go decision

Have the Weekly Initiation peer-reviewed

Revise and refine the common understanding

Weekly Initiation

Daily Management

Project Initiation

Weekly Closure

Project Closure

Post-Project Management

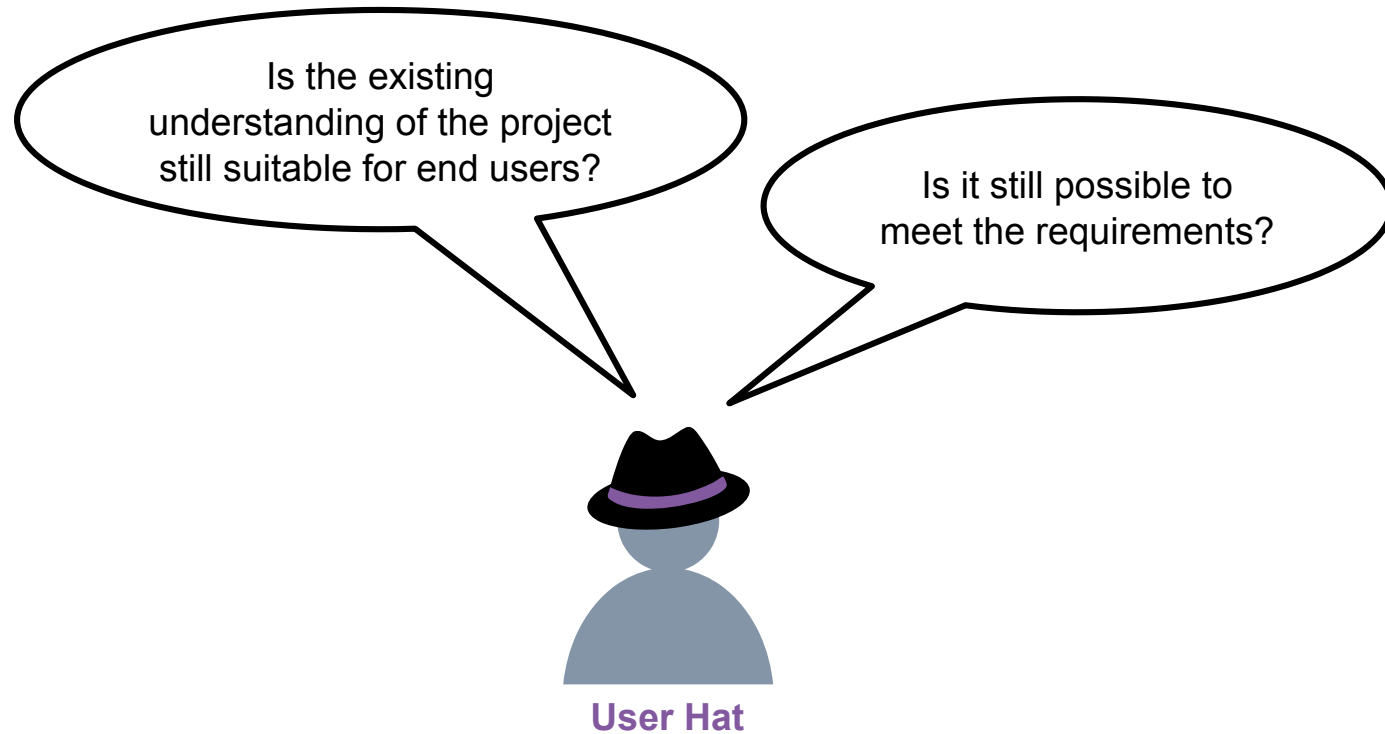
What concerns do you think each hat should have in this management activity?



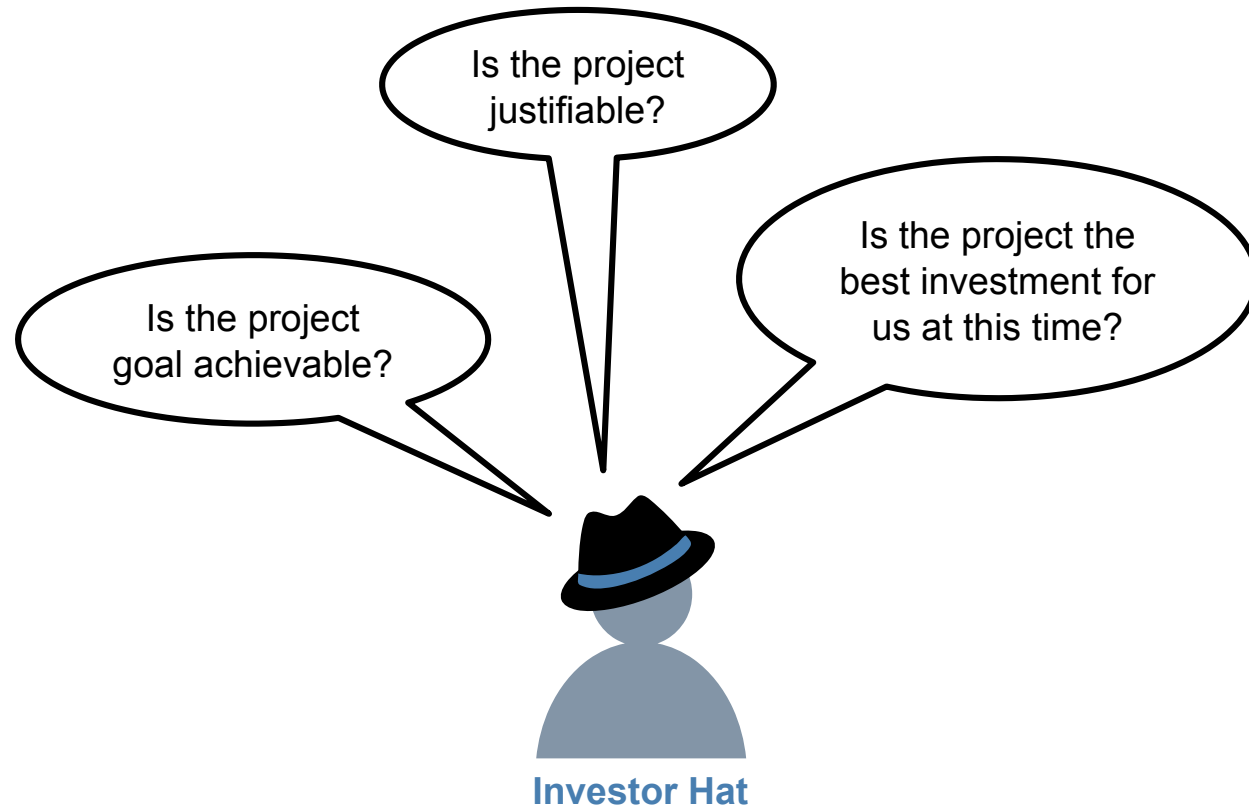
C3 - Make a go/no-go decision



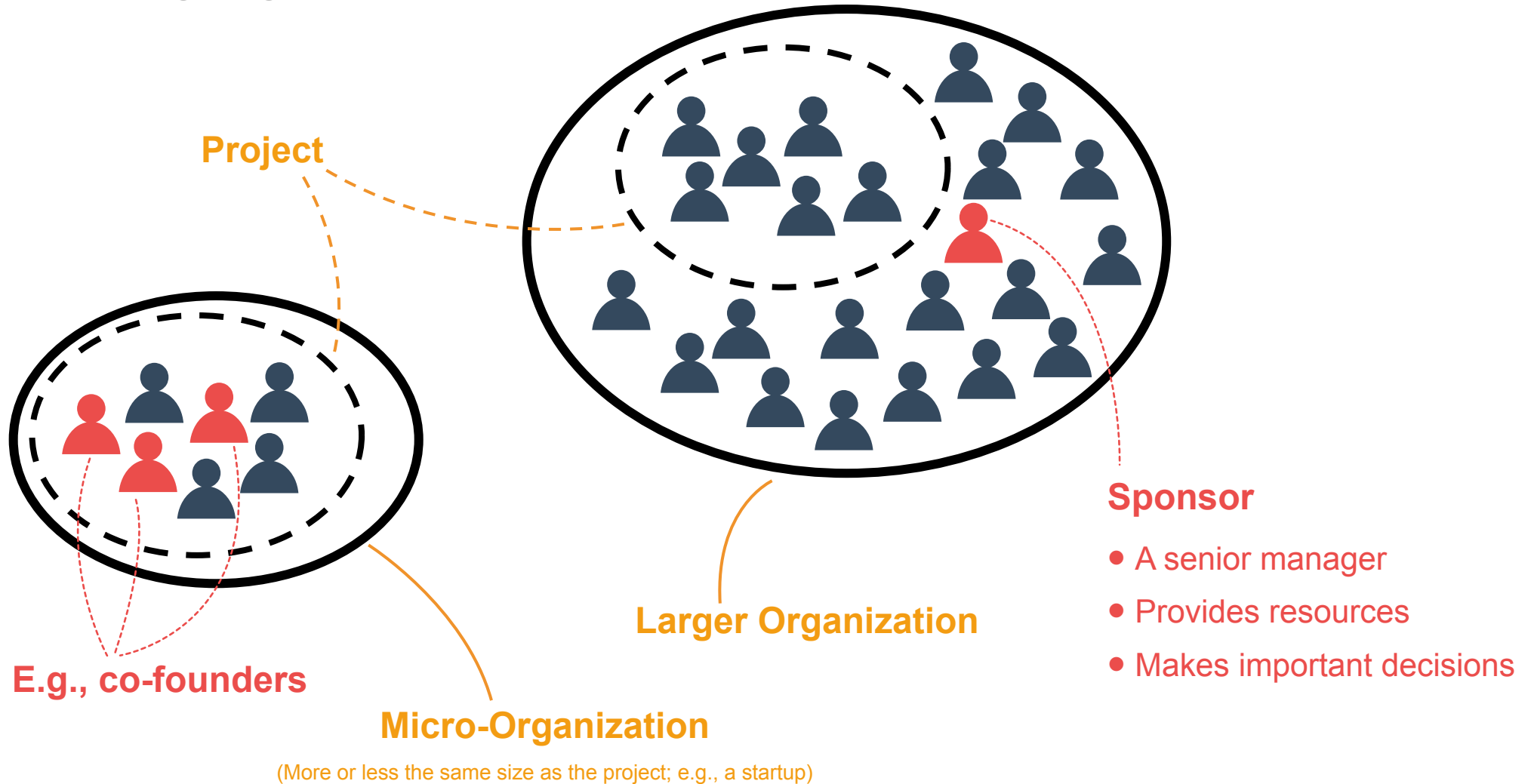
C3 - Make a go/no-go decision



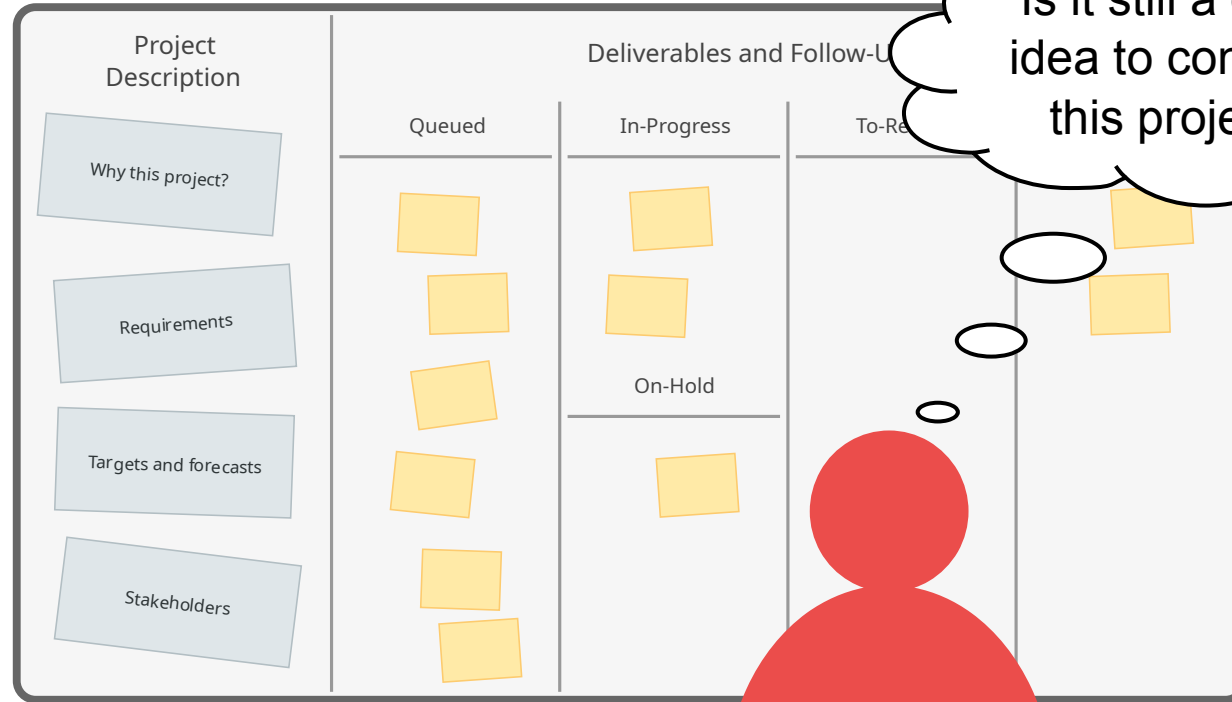
C3 - Make a go/no-go decision



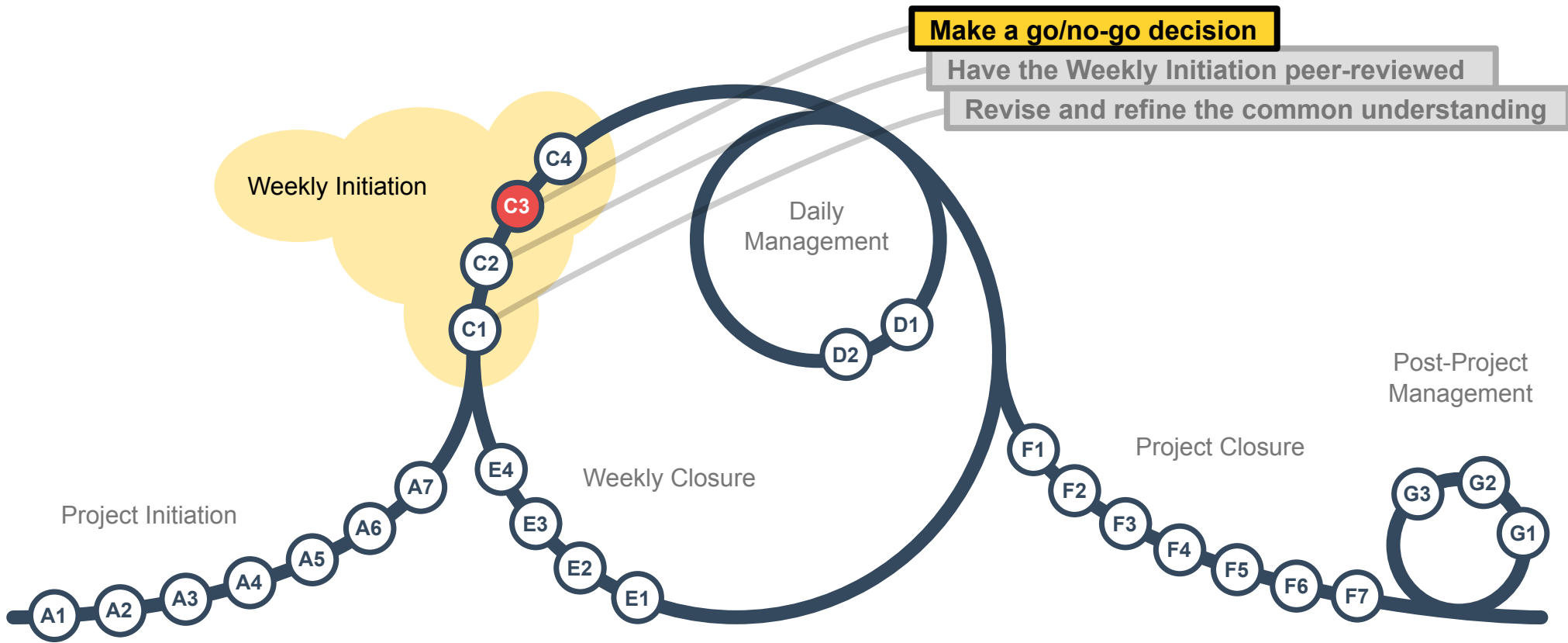
C3 - Make a go/no-go decision

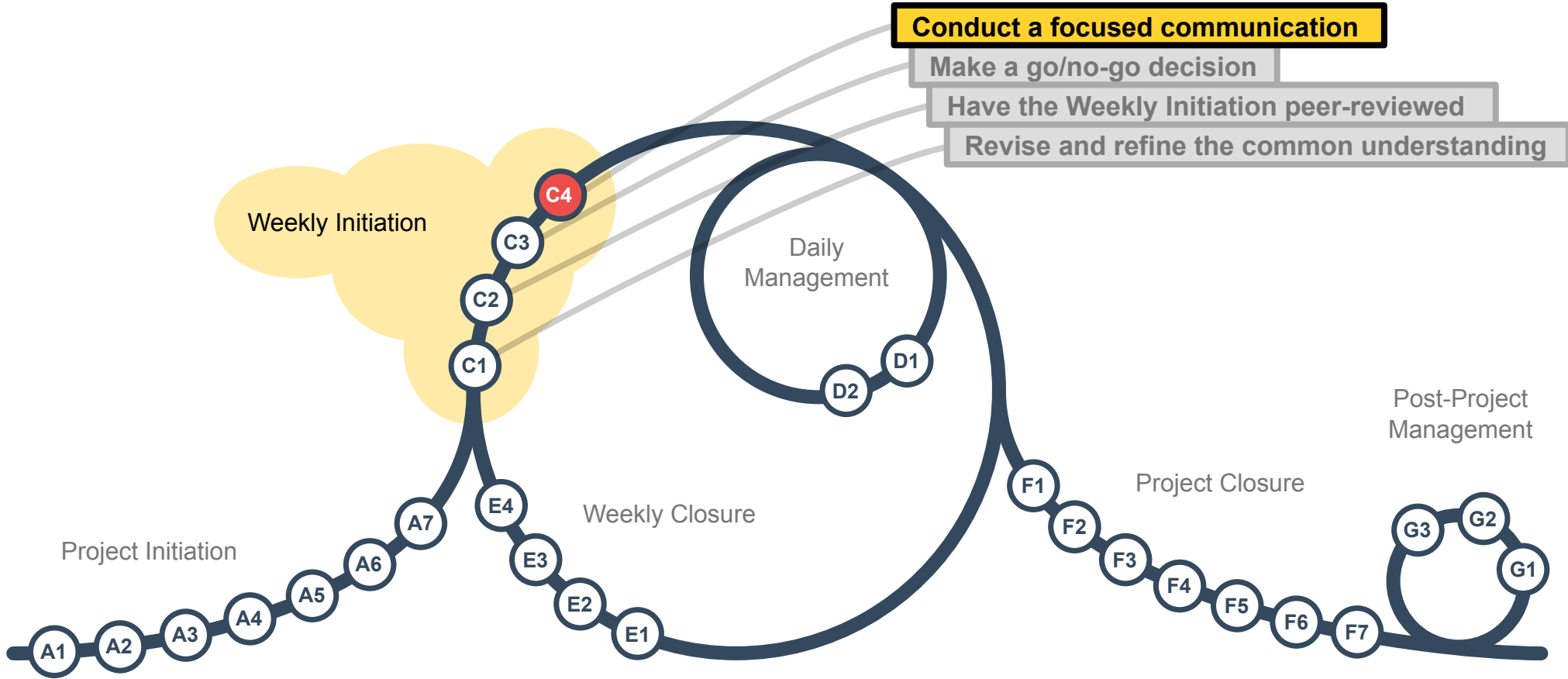


Integrated Project Board



The high-level decision maker(s)
(e.g., the Sponsor)

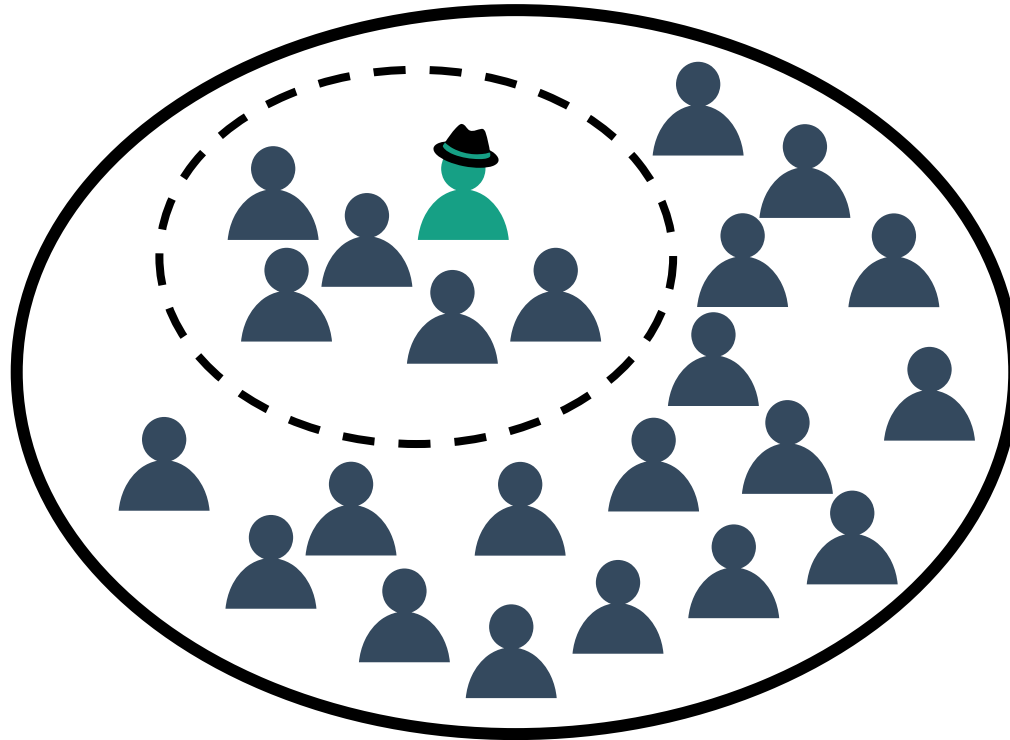




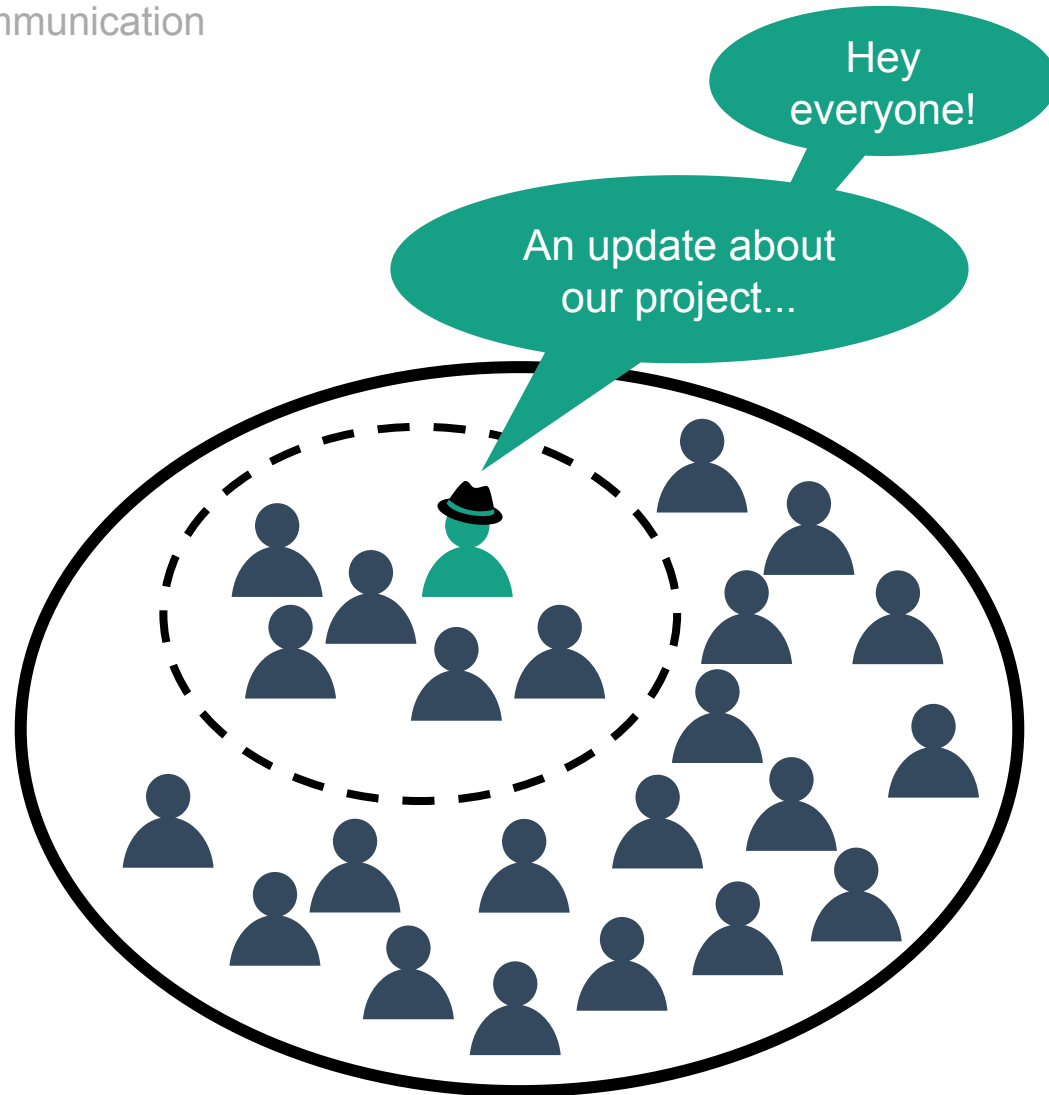
What are the advantages of telling the status of the project to everyone in the organization?



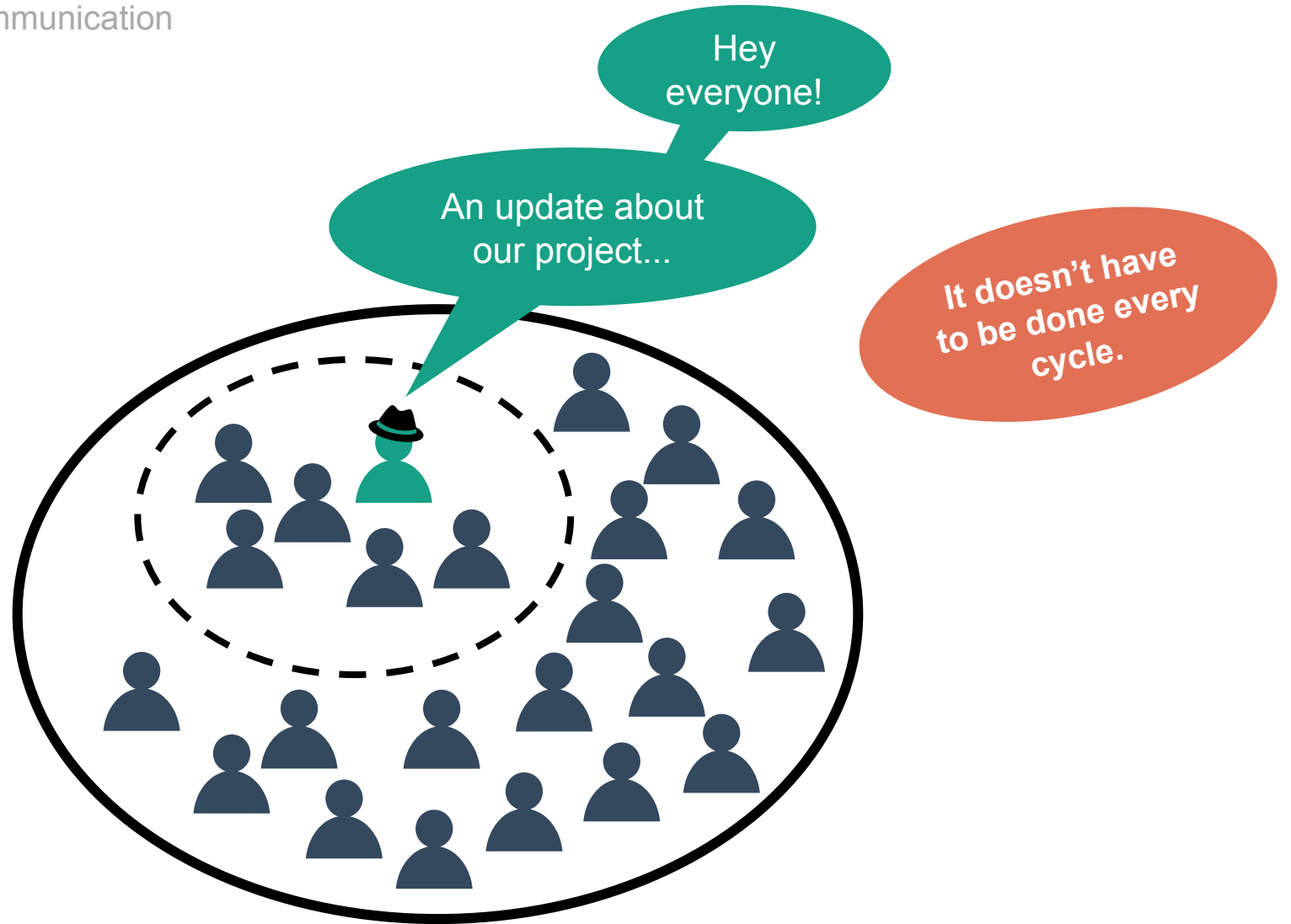
C4 - Conduct a focused communication



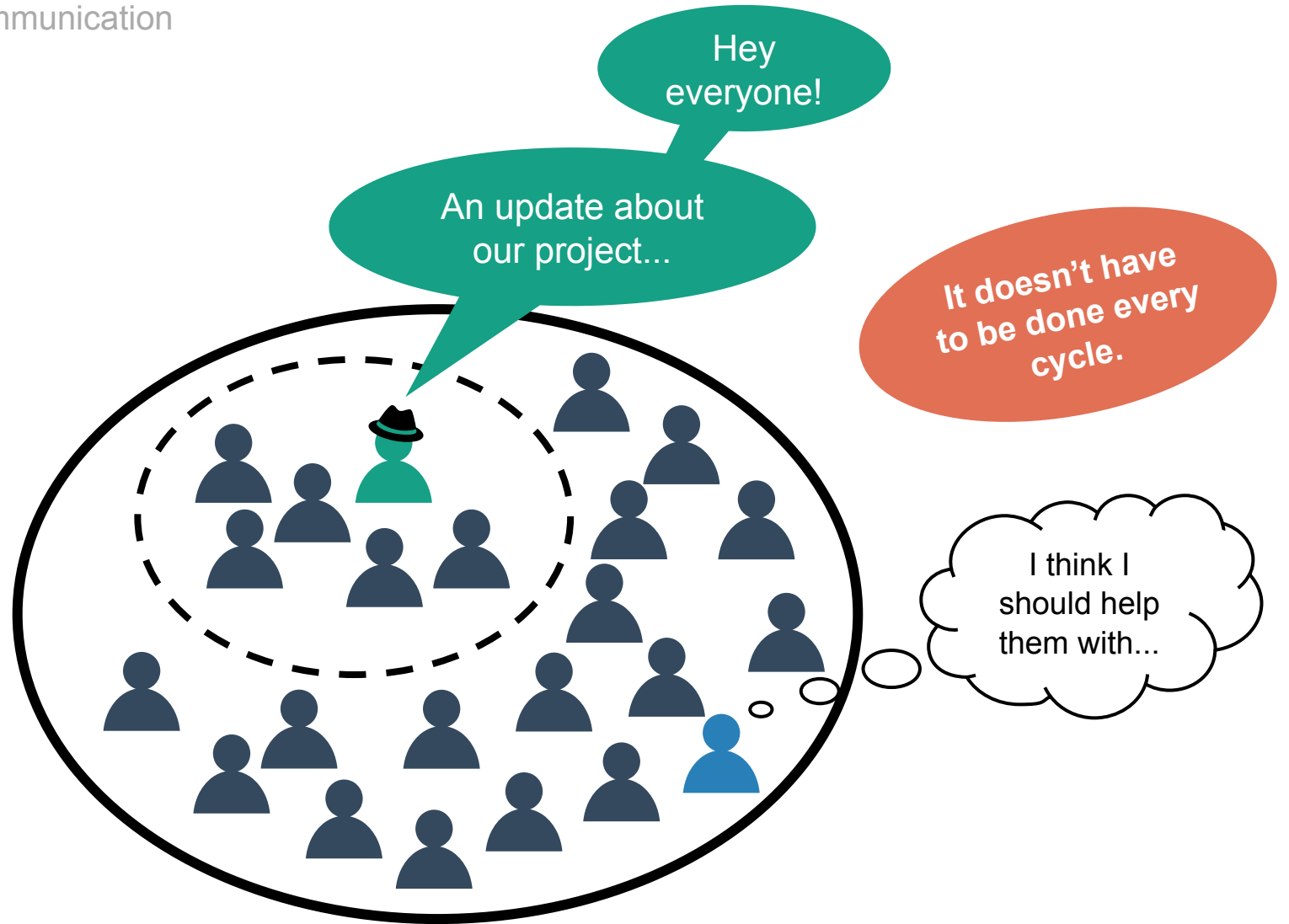
C4 - Conduct a focused communication



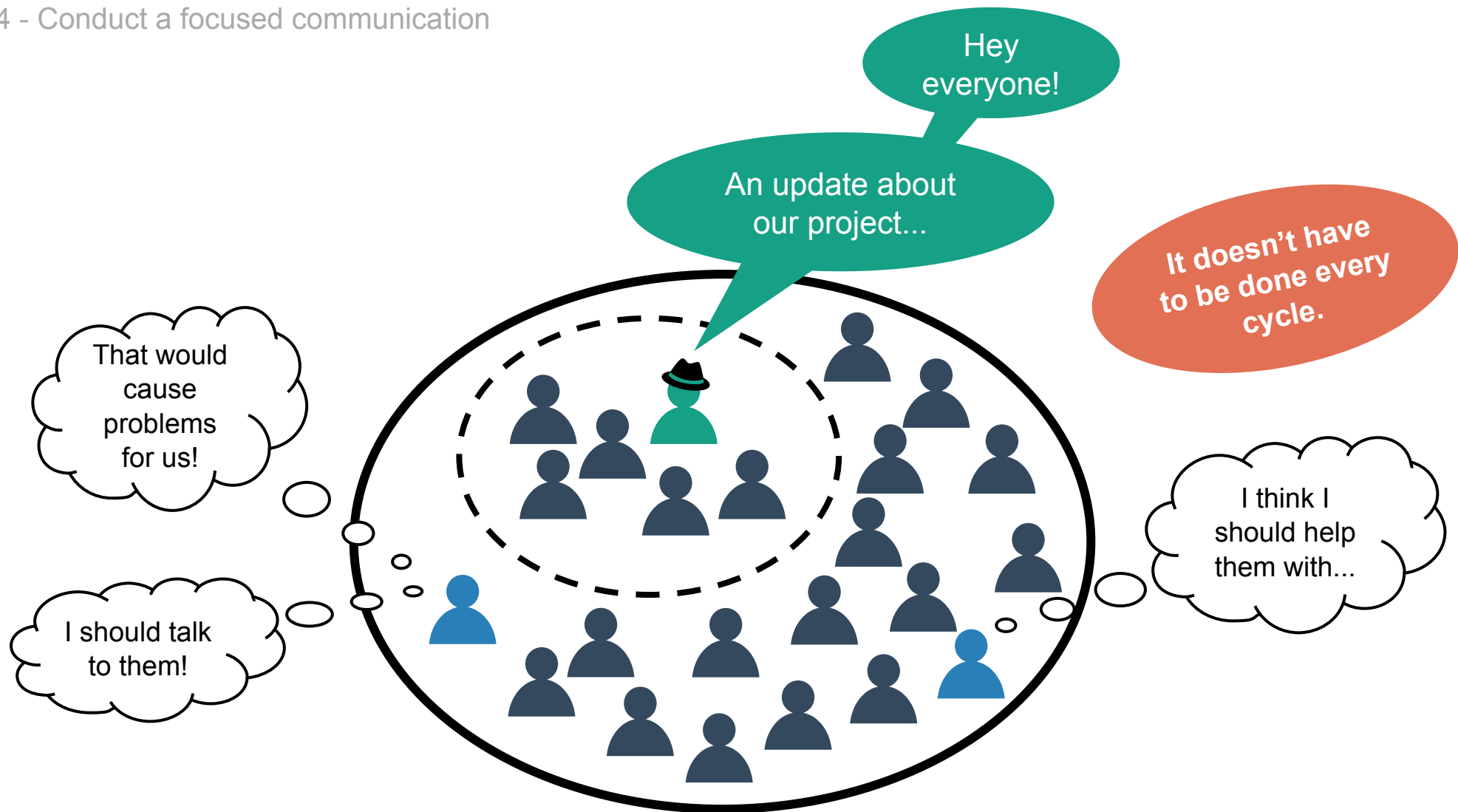
C4 - Conduct a focused communication

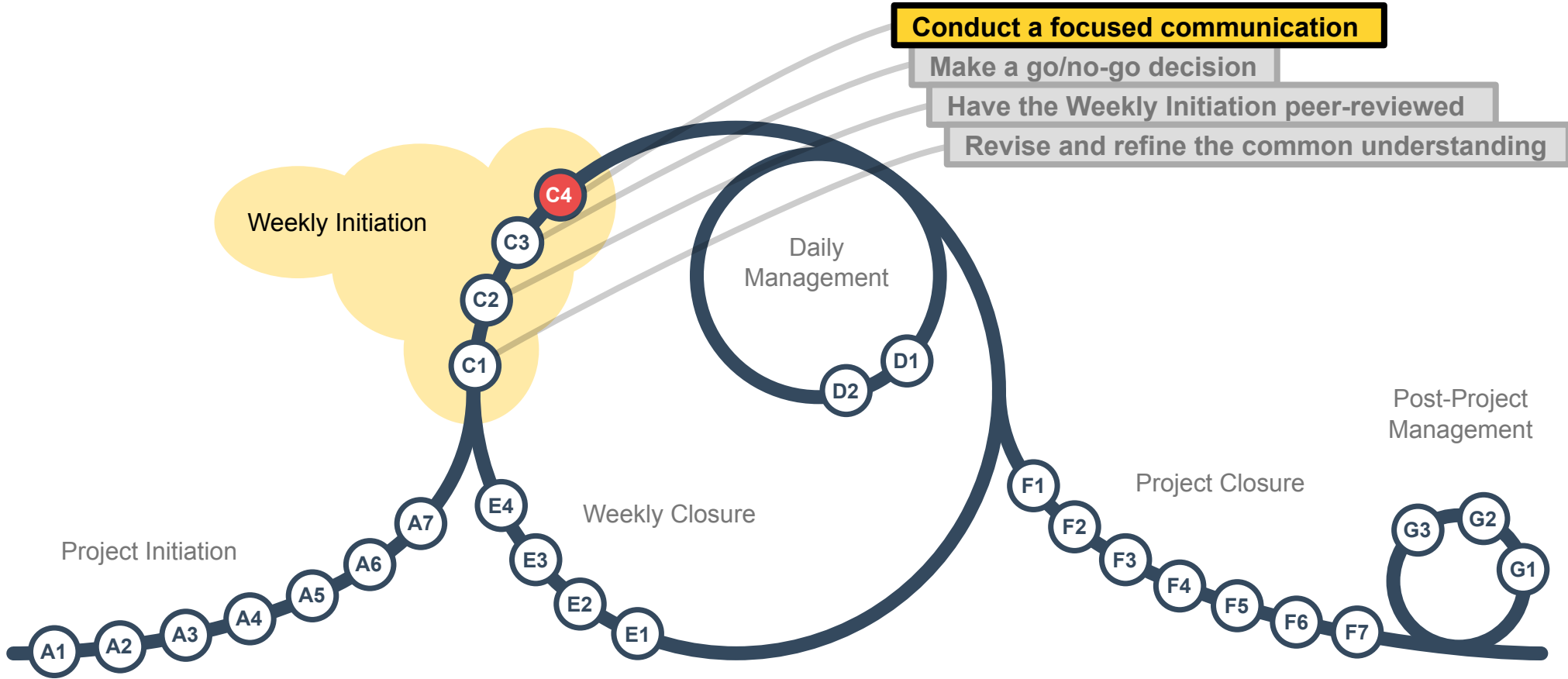


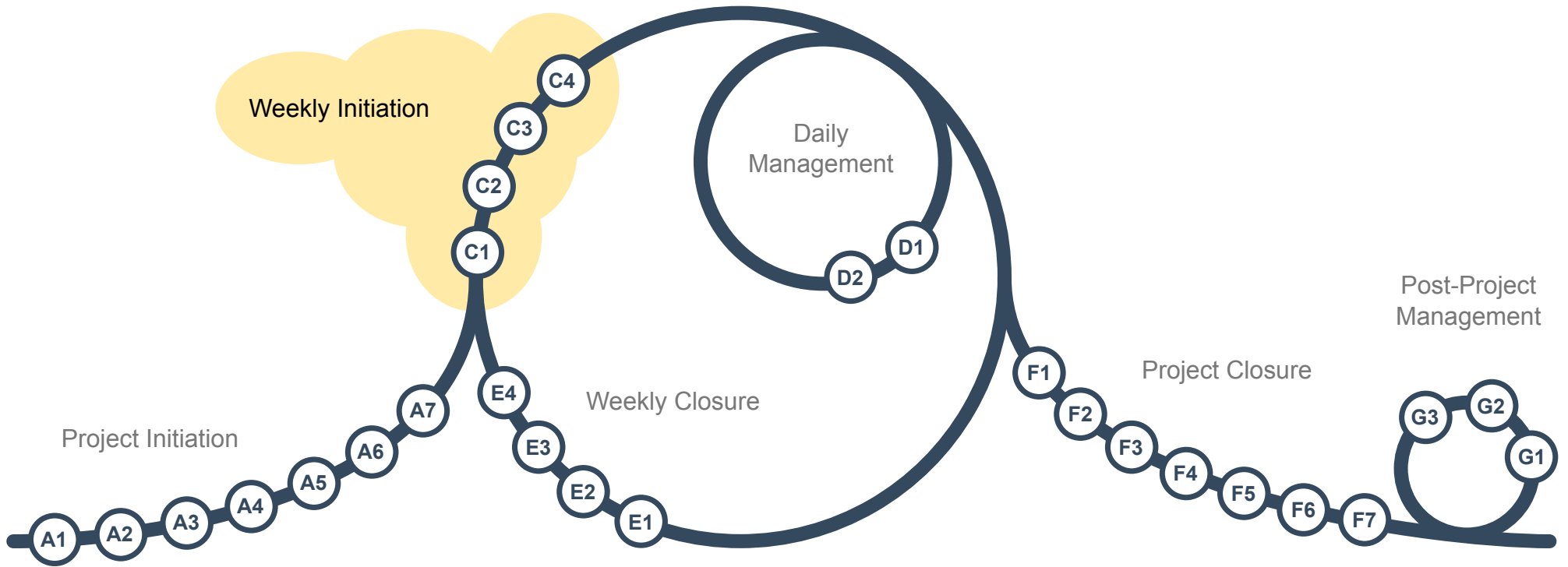
C4 - Conduct a focused communication

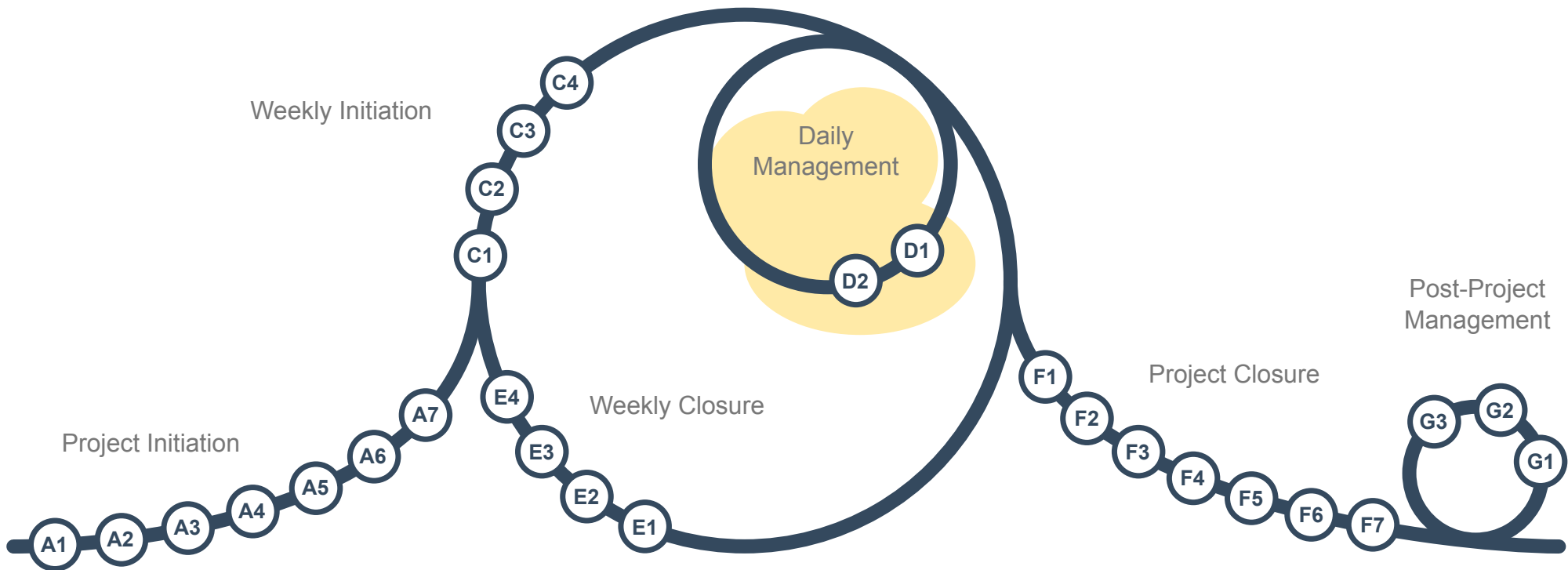


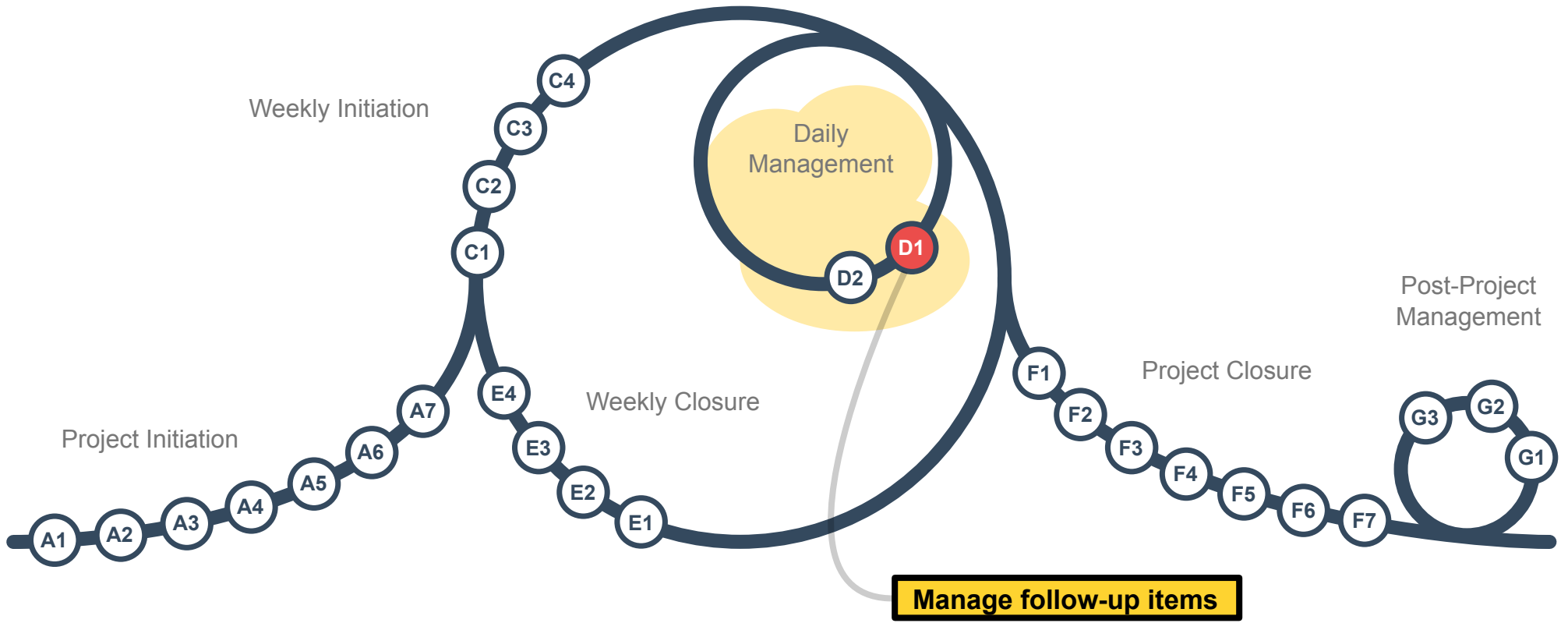
C4 - Conduct a focused communication





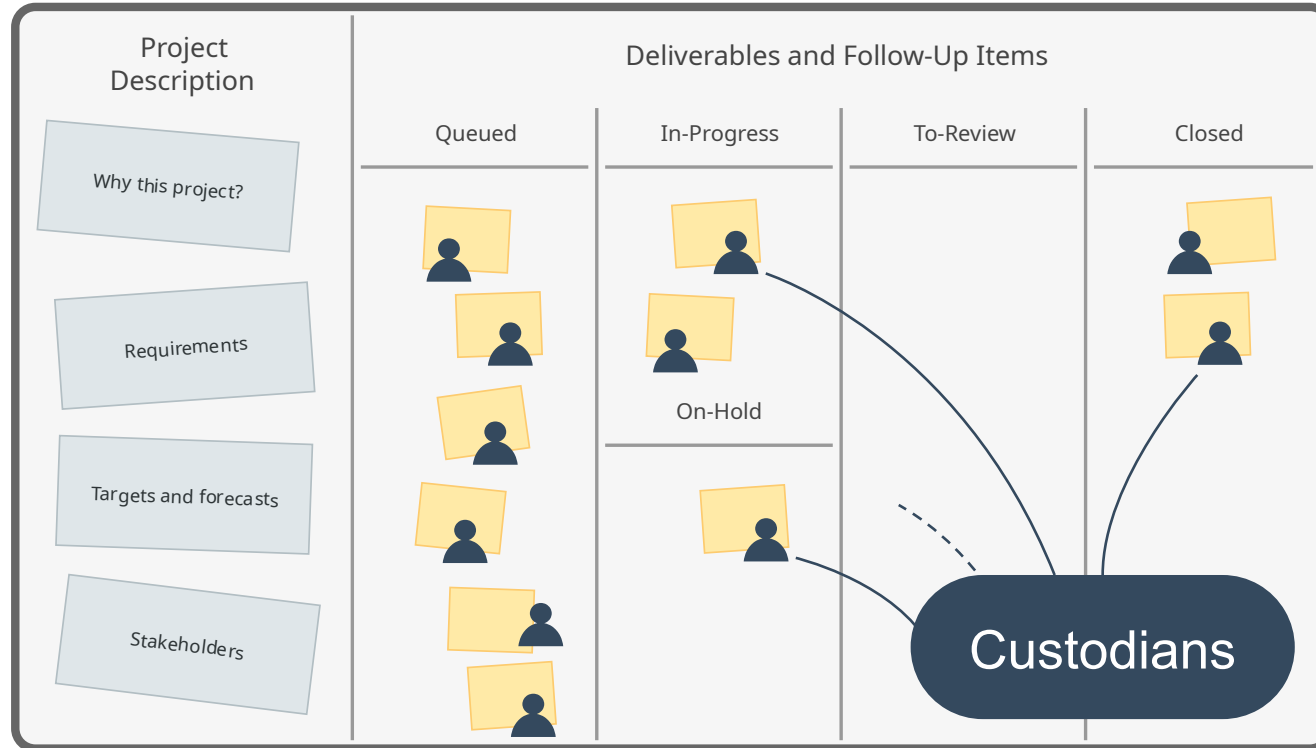




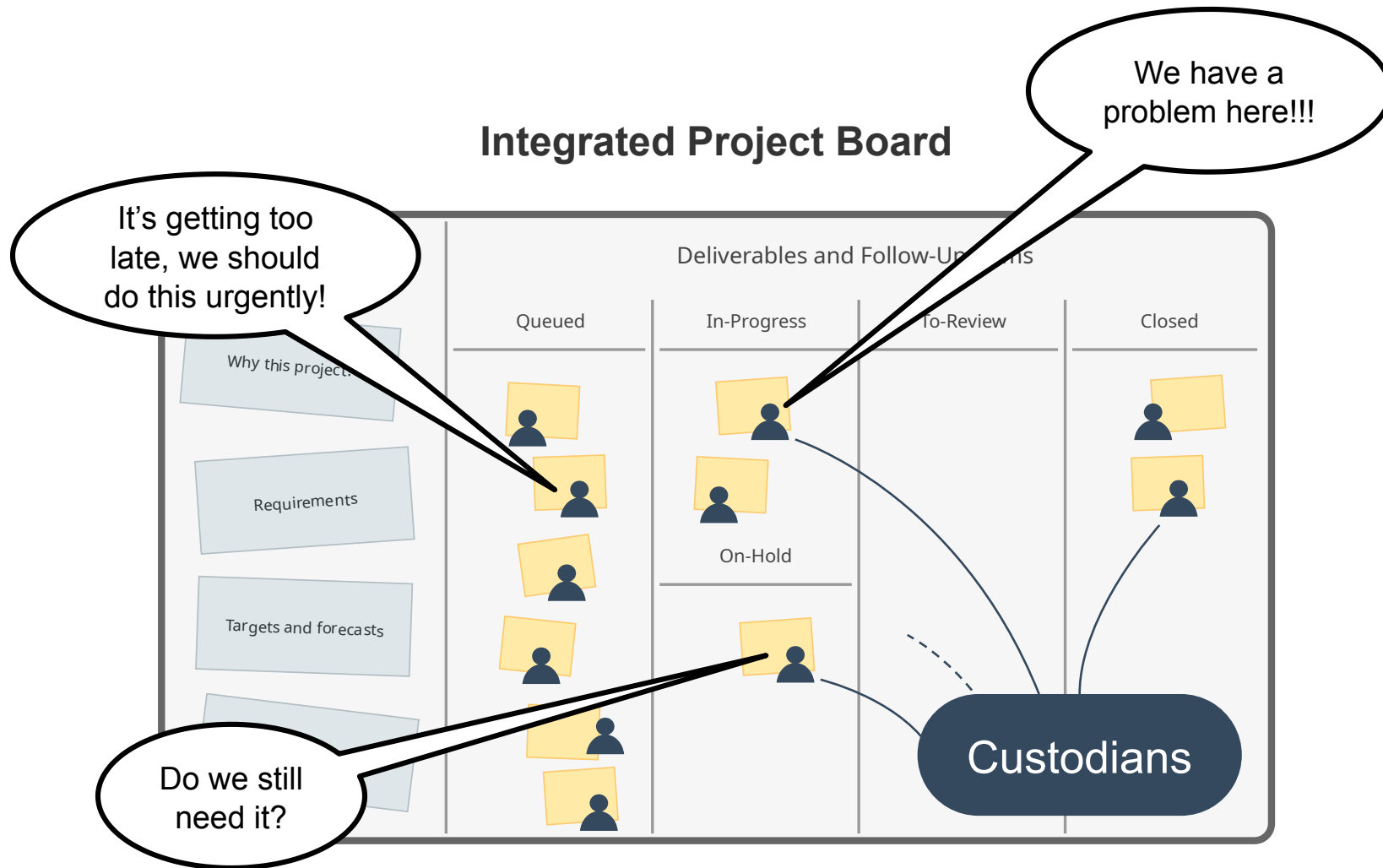


Manage follow-up items

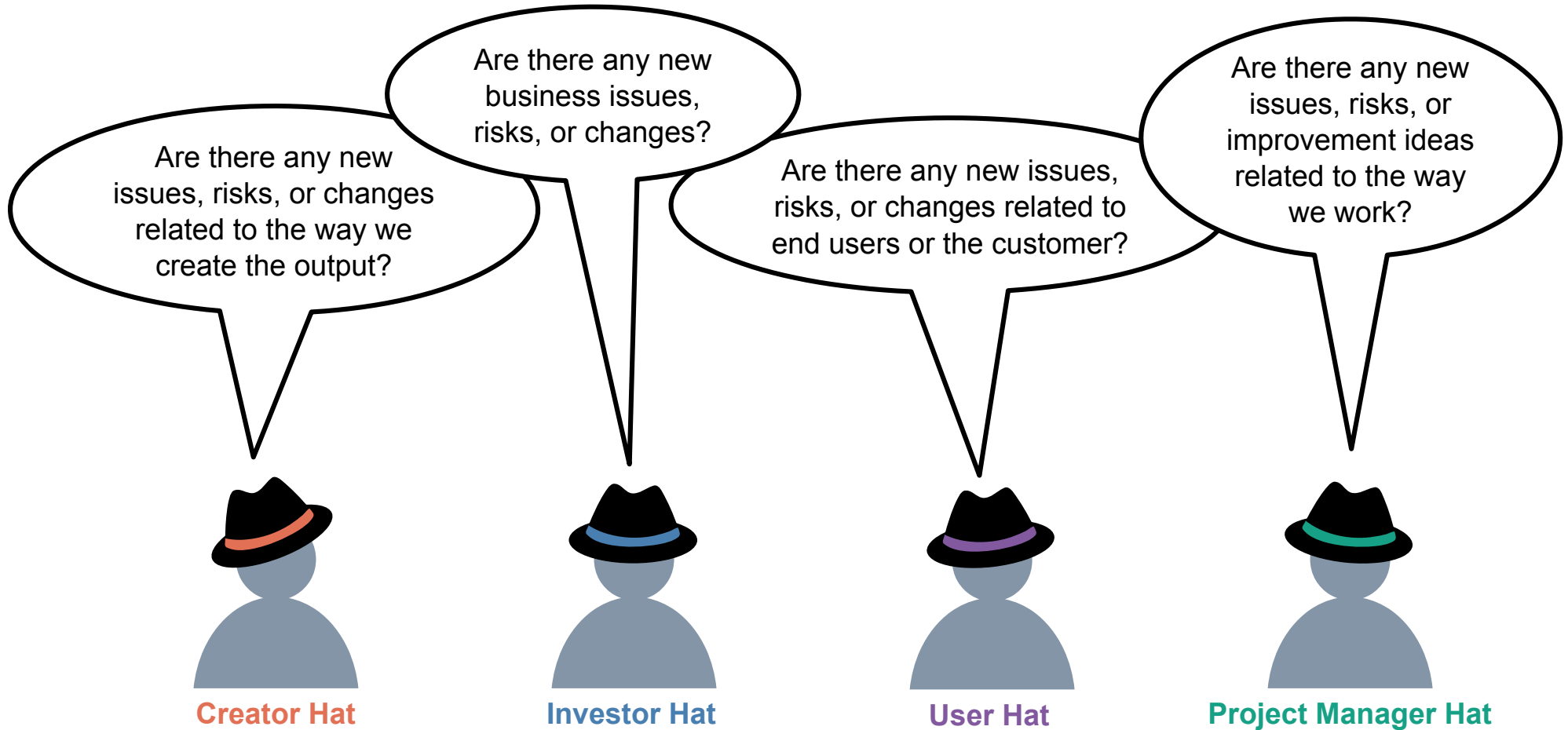
Integrated Project Board



Integrated Project Board



D1 – Manage follow-up items



D1 – Manage follow-up items



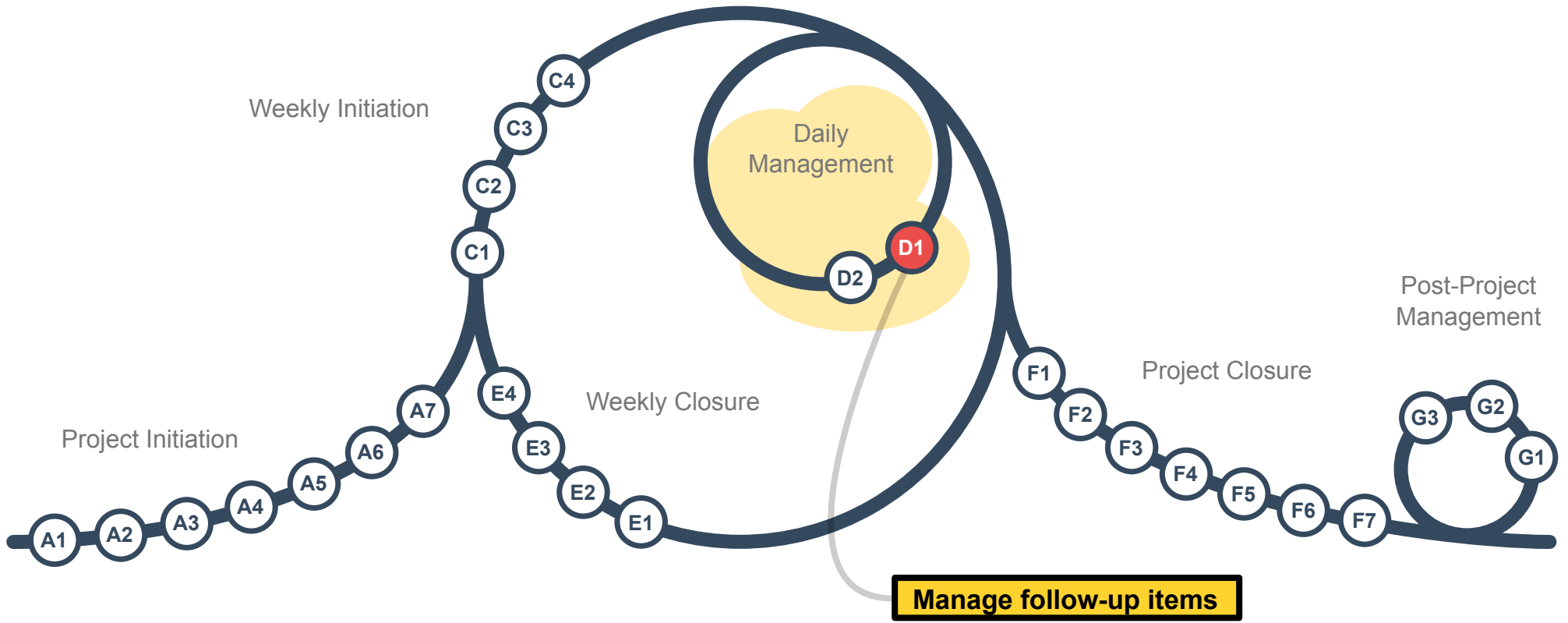
Project Manager Hat

D1 – Manage follow-up items

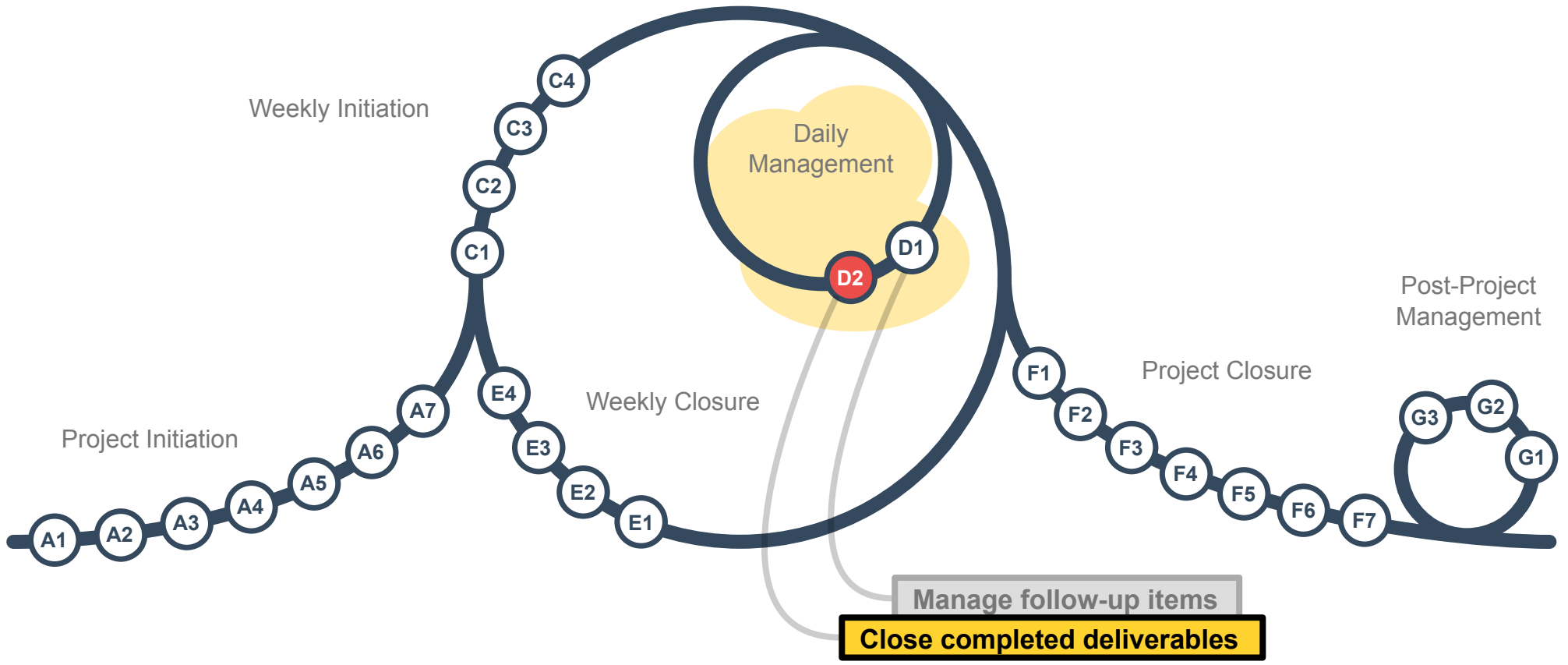
**Are the documents
clear and easy to
understand?**



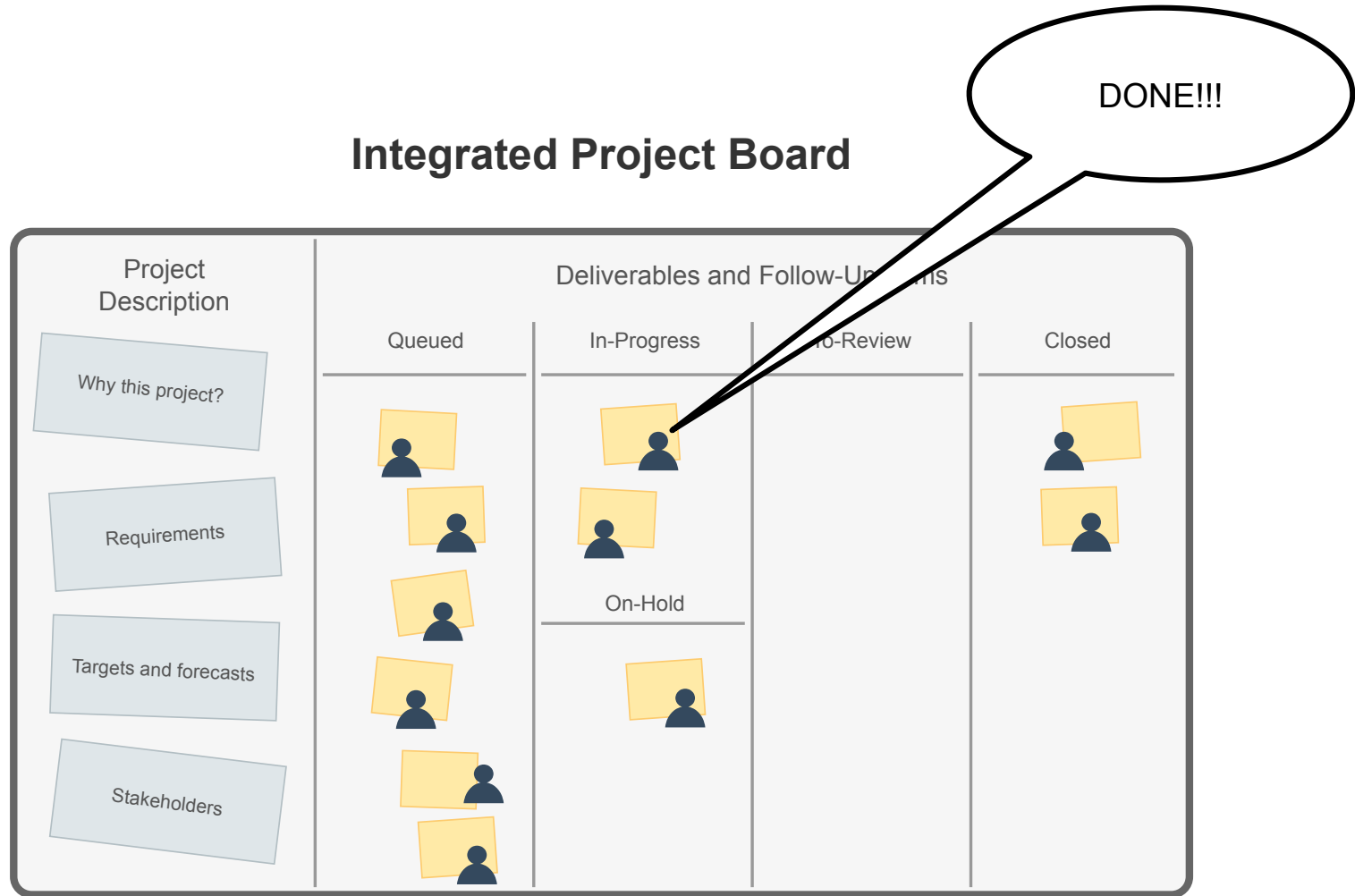
Project Manager Hat



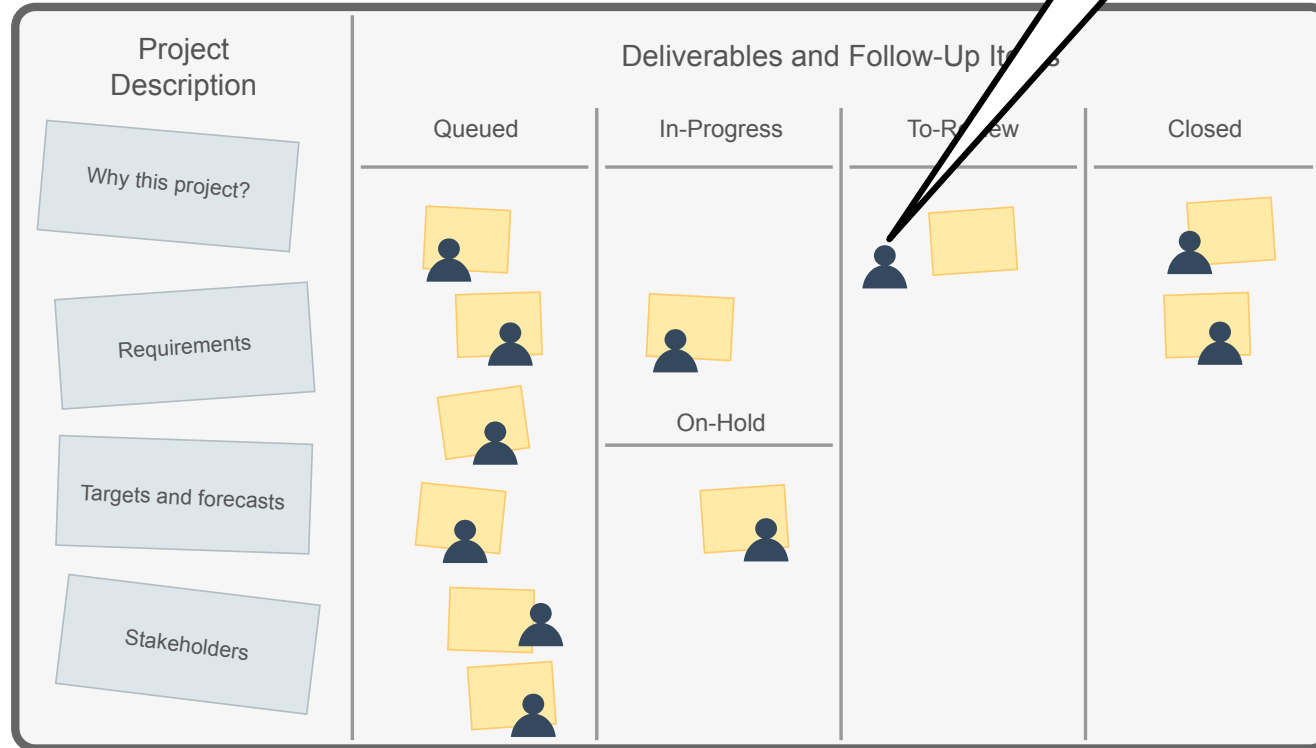
Manage follow-up items



Integrated Project Board

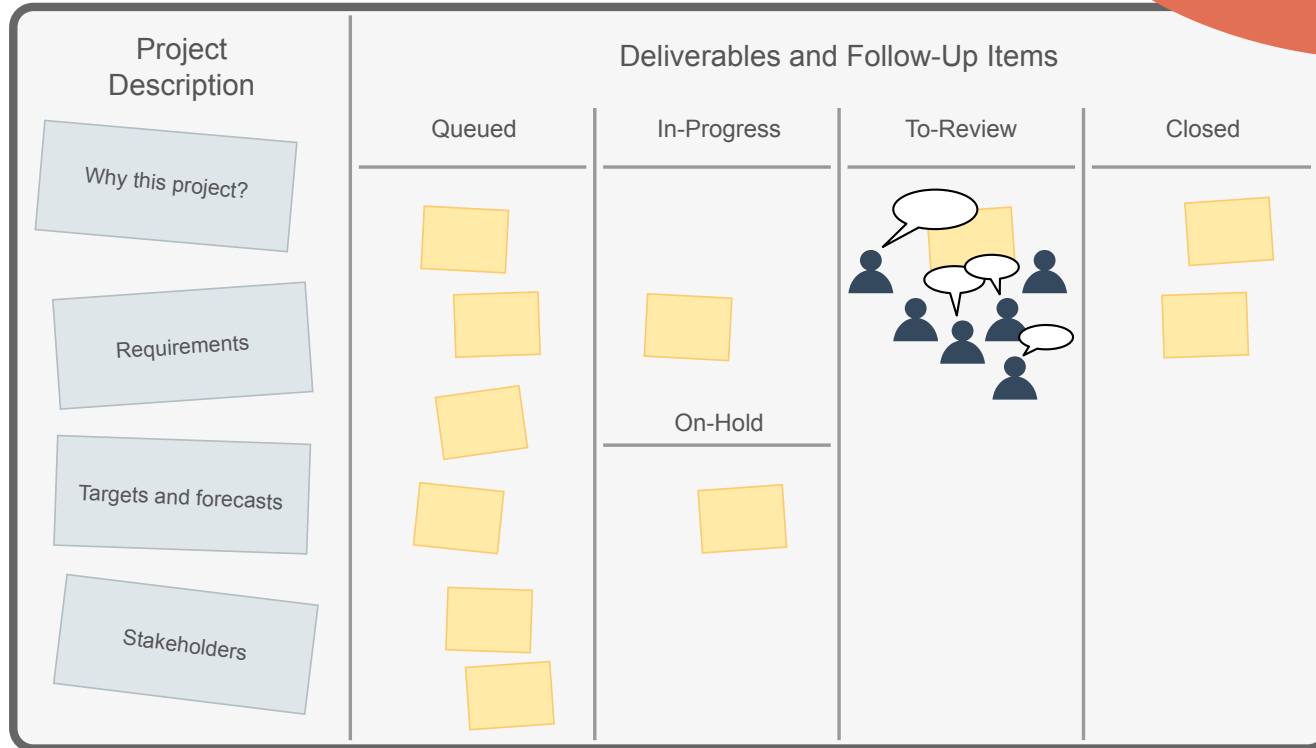


Integrated Project Board

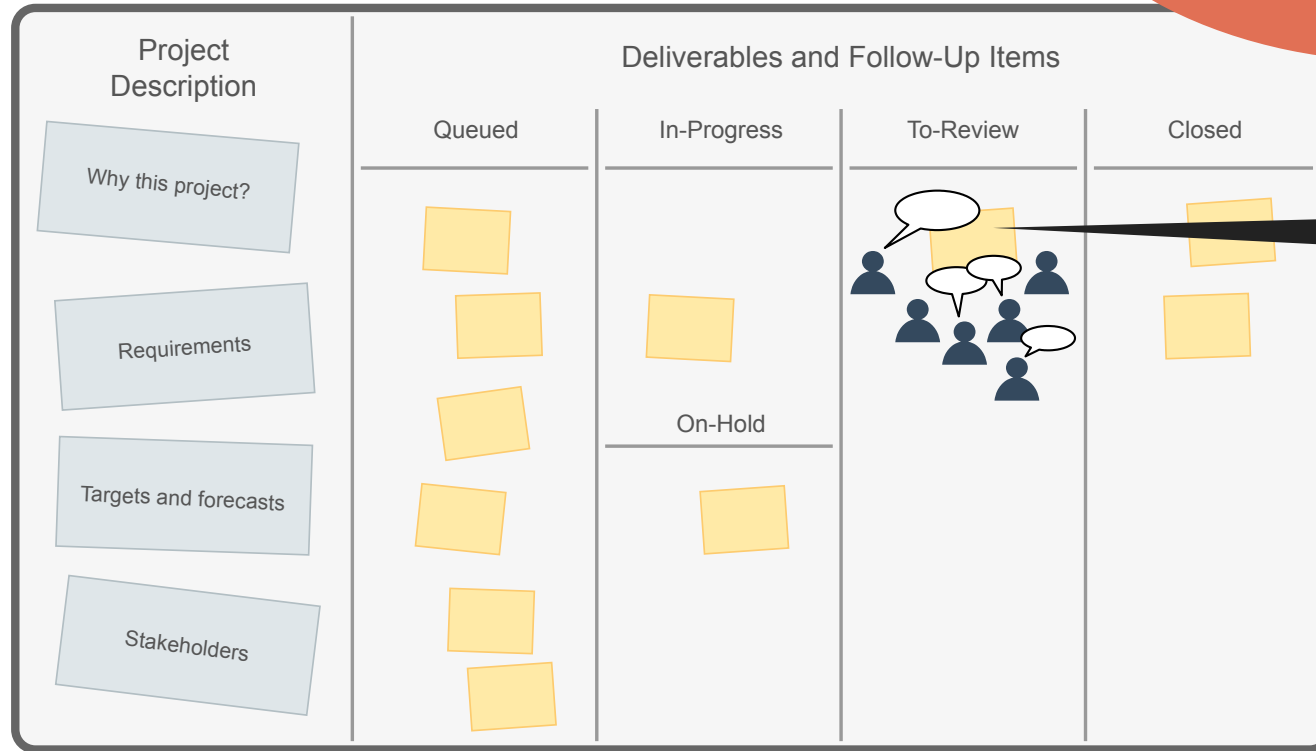


Integrated Project Board

The whole team or a subset of it reviews the card



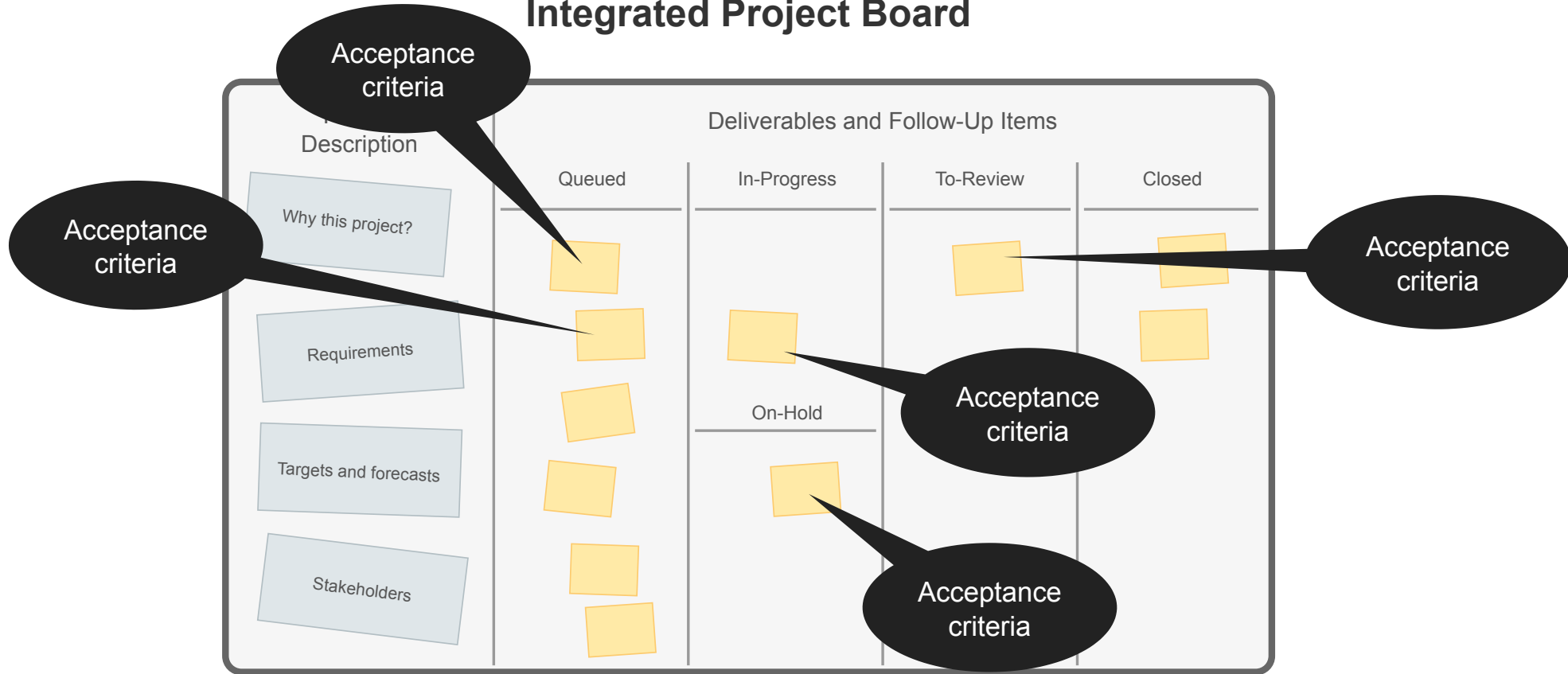
Integrated Project Board



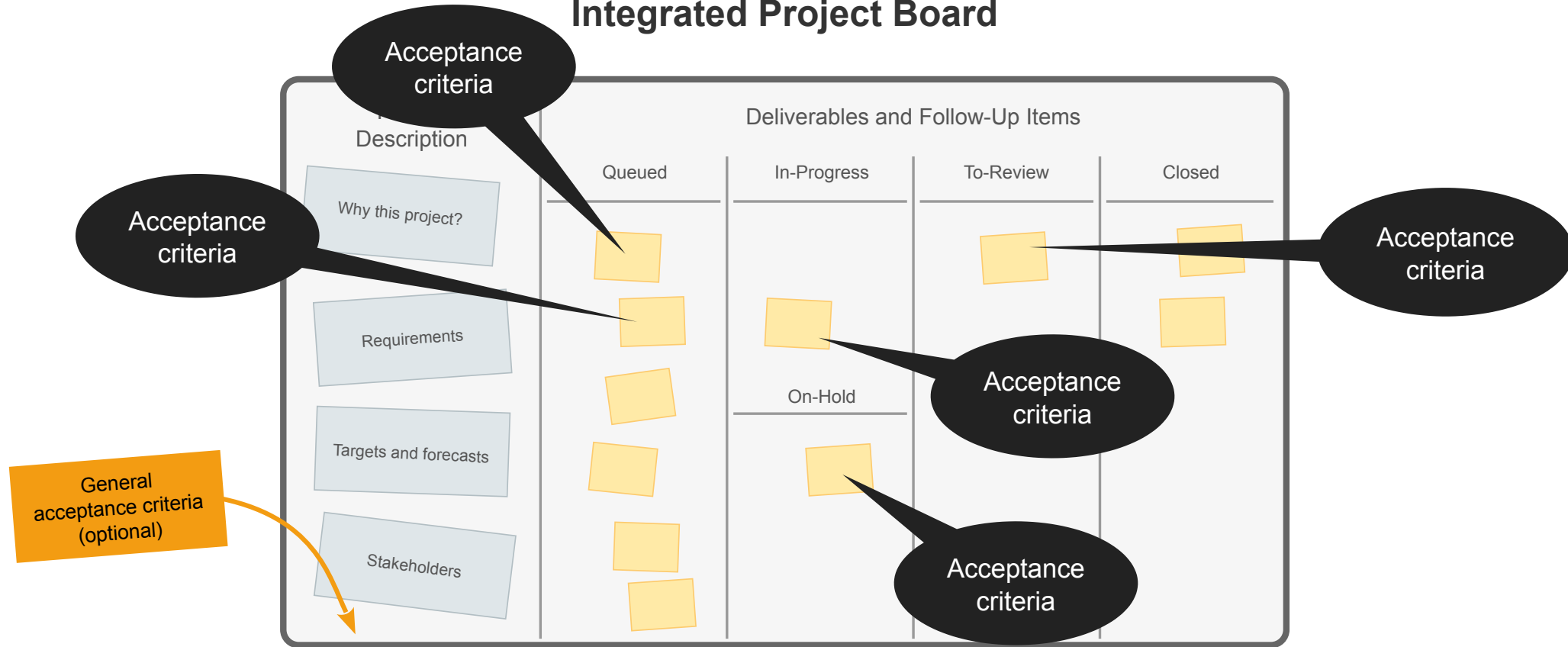
The whole team or a subset of it reviews the card

Acceptance criteria

Integrated Project Board

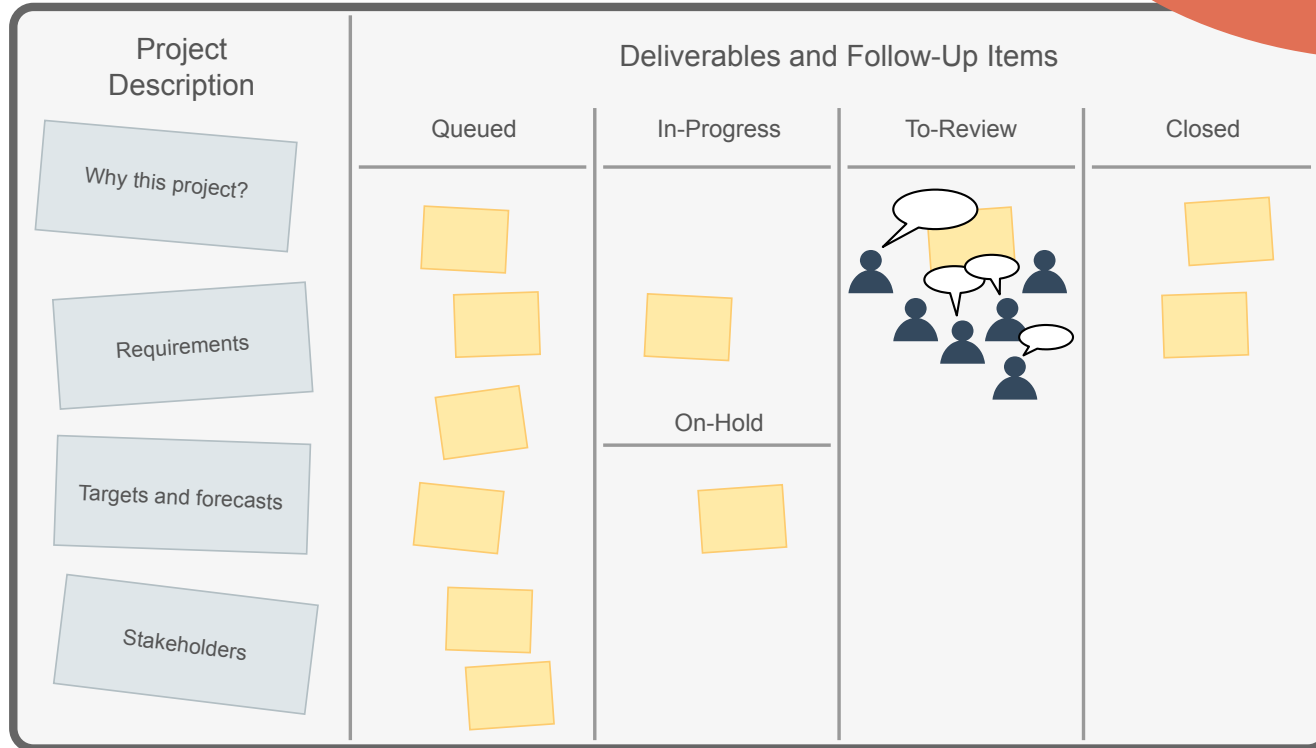


Integrated Project Board

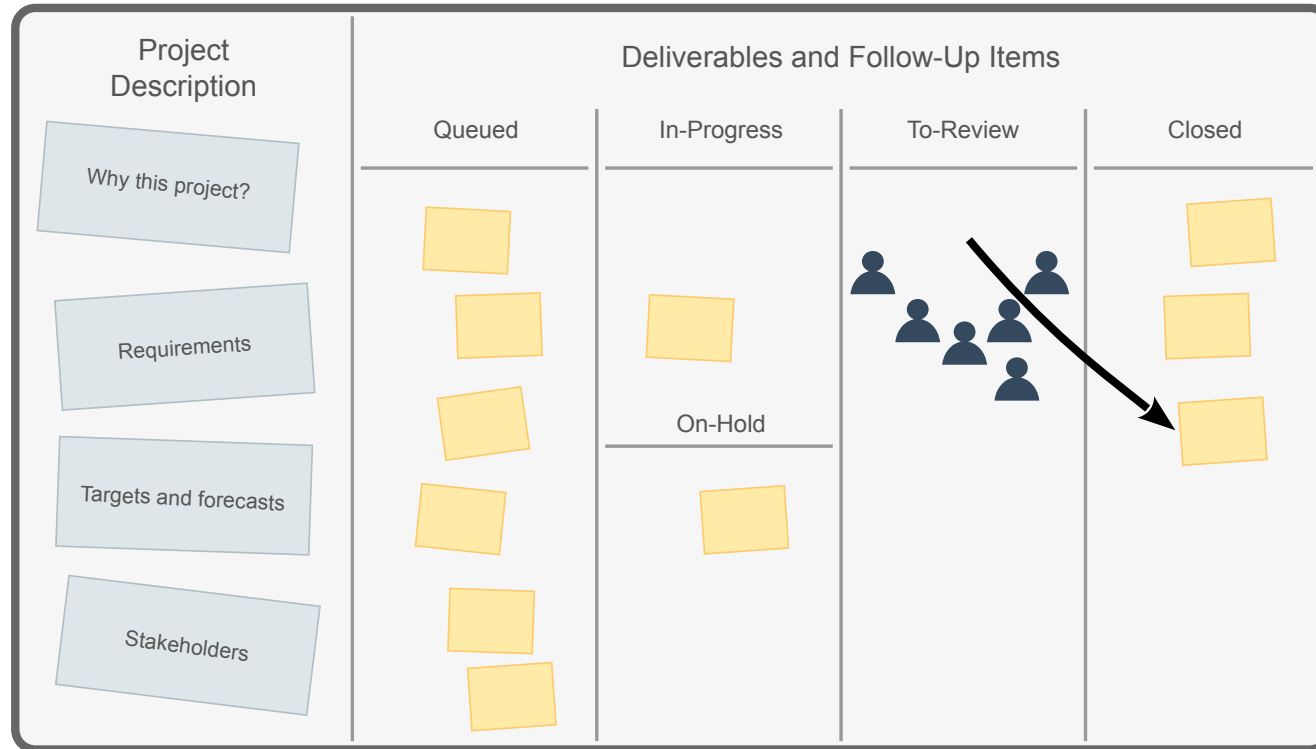


Integrated Project Board

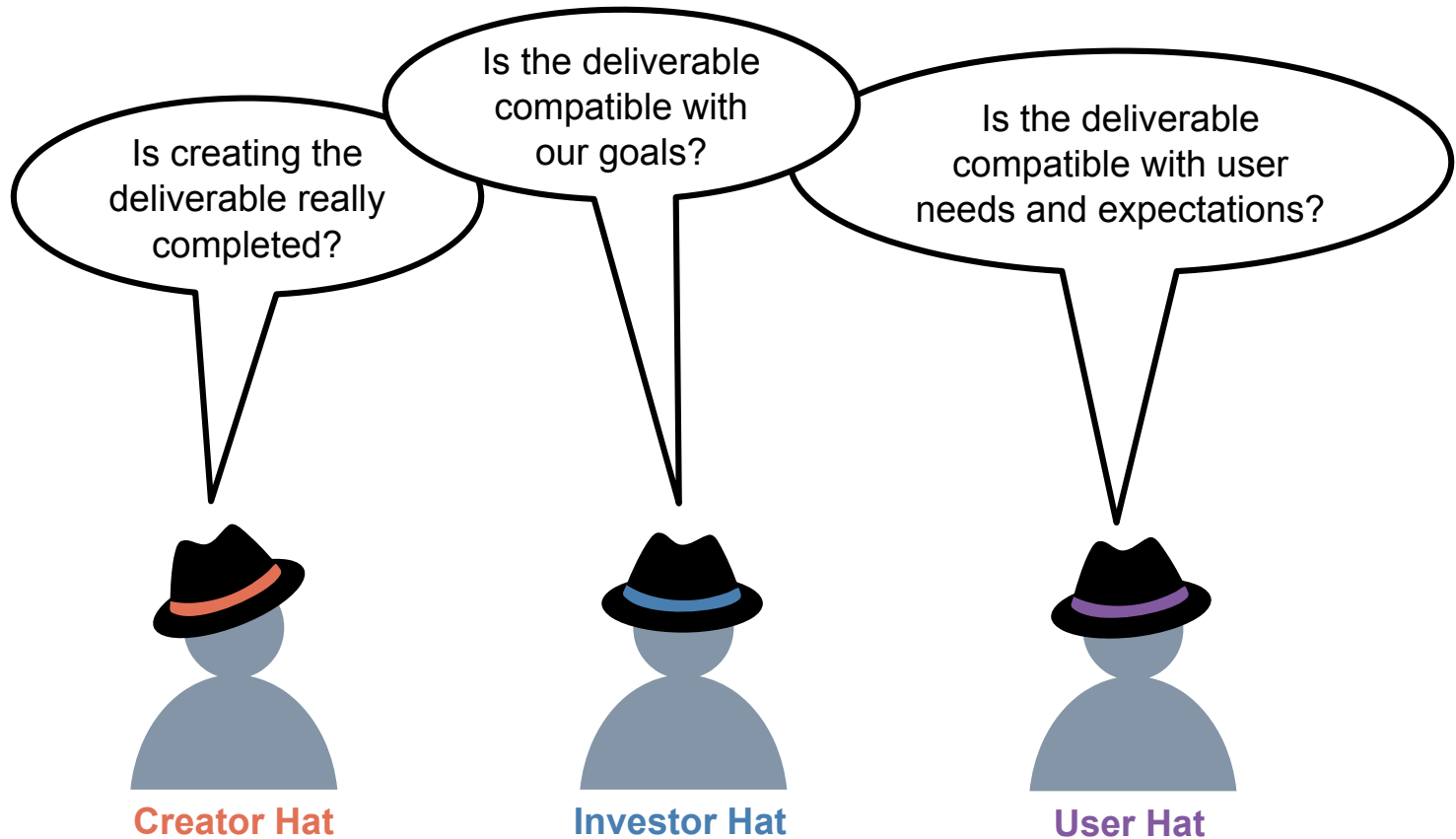
The whole team or a subset of it reviews the card

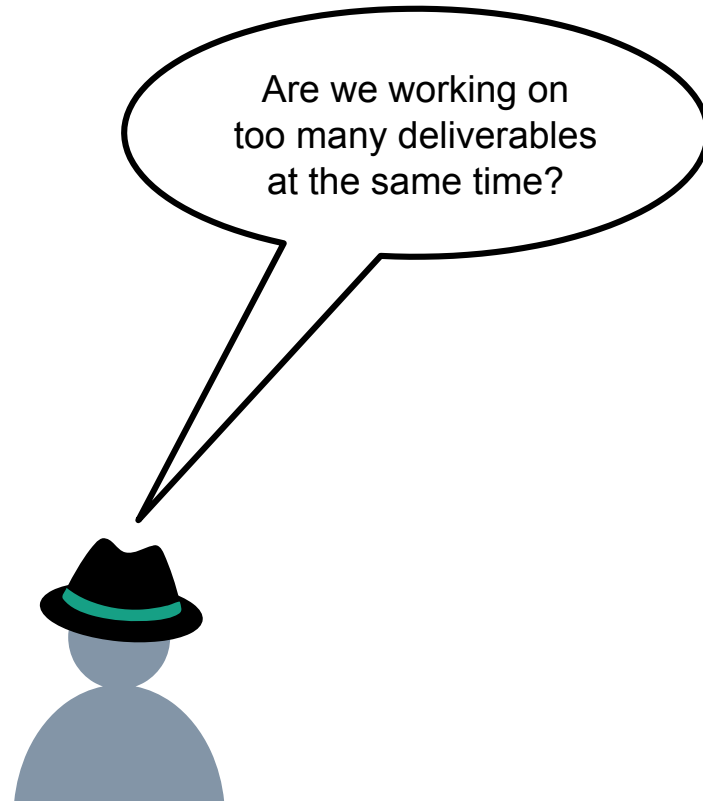


Integrated Project Board

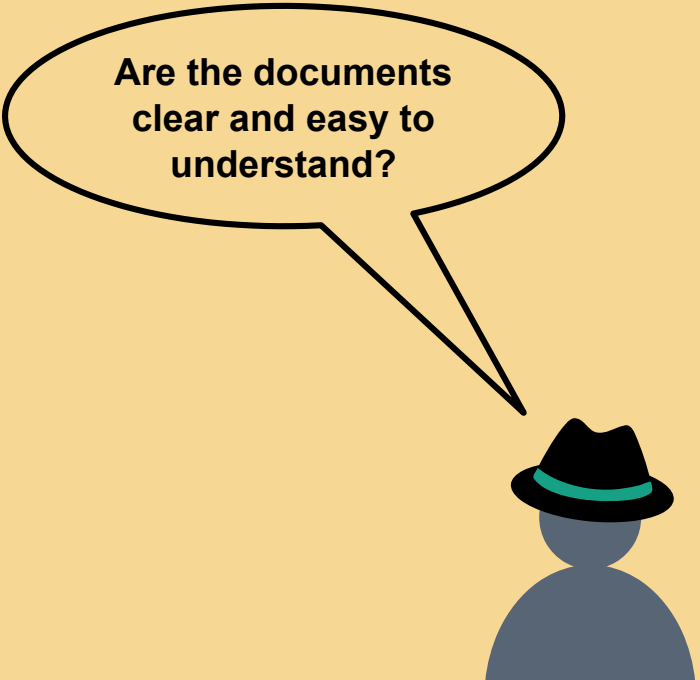


D2 – Close completed deliverables



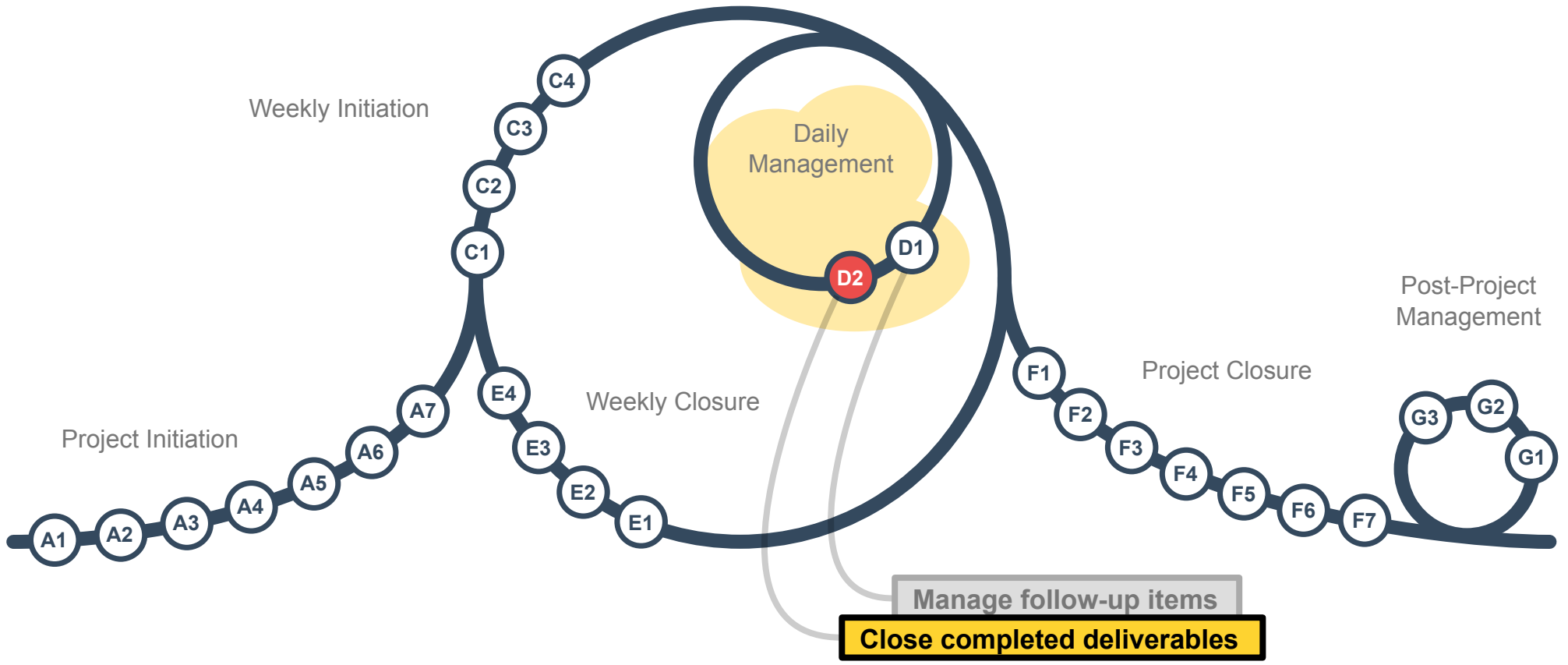


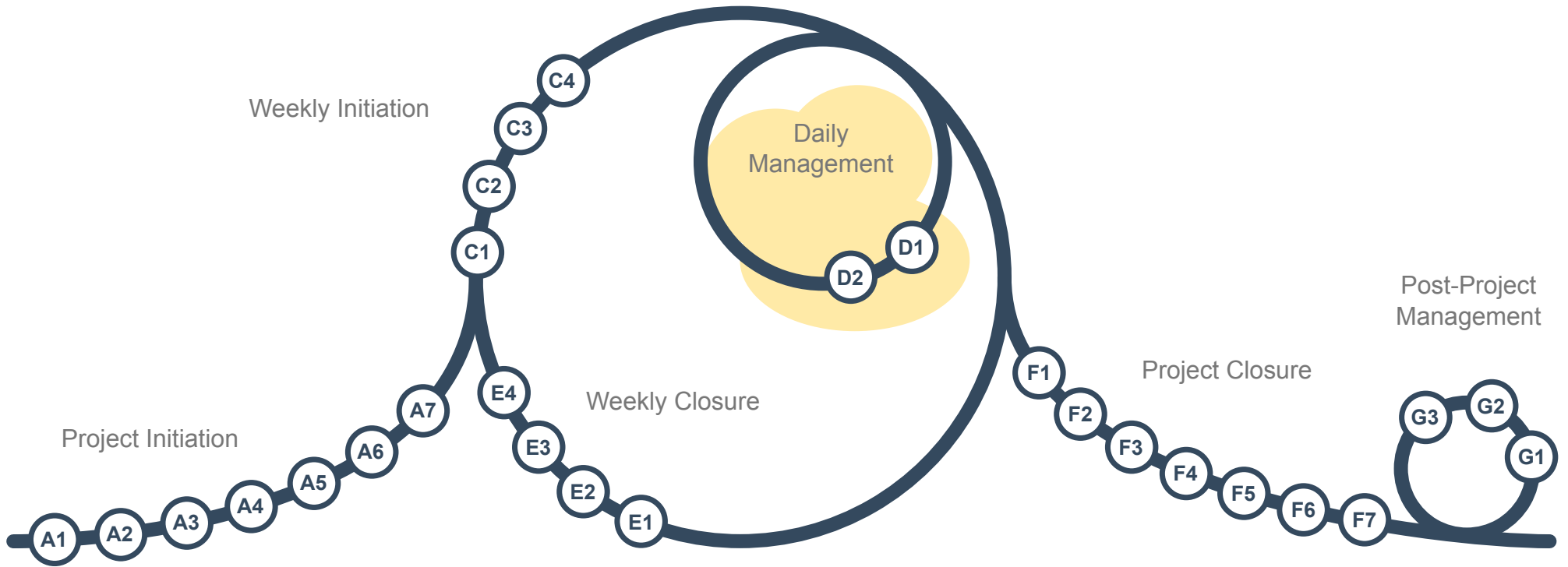
Project Manager Hat



**Are the documents
clear and easy to
understand?**

Project Manager Hat





Weekly Initiation

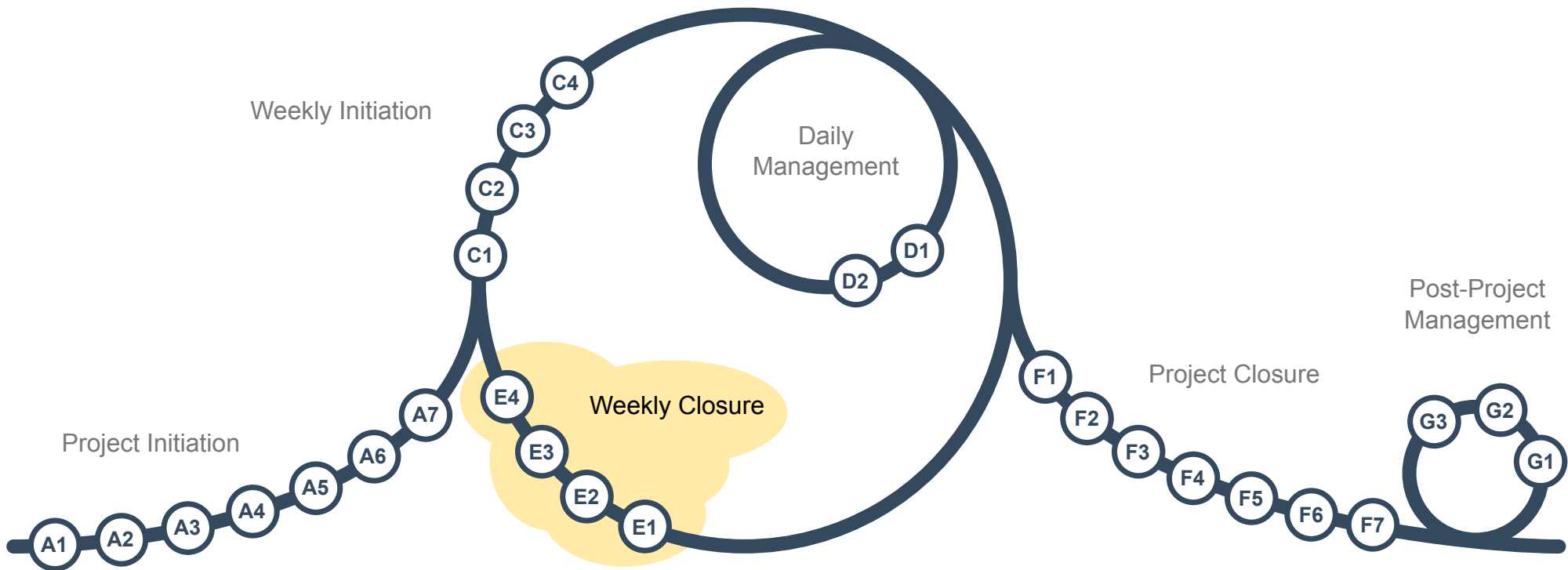
Daily Management

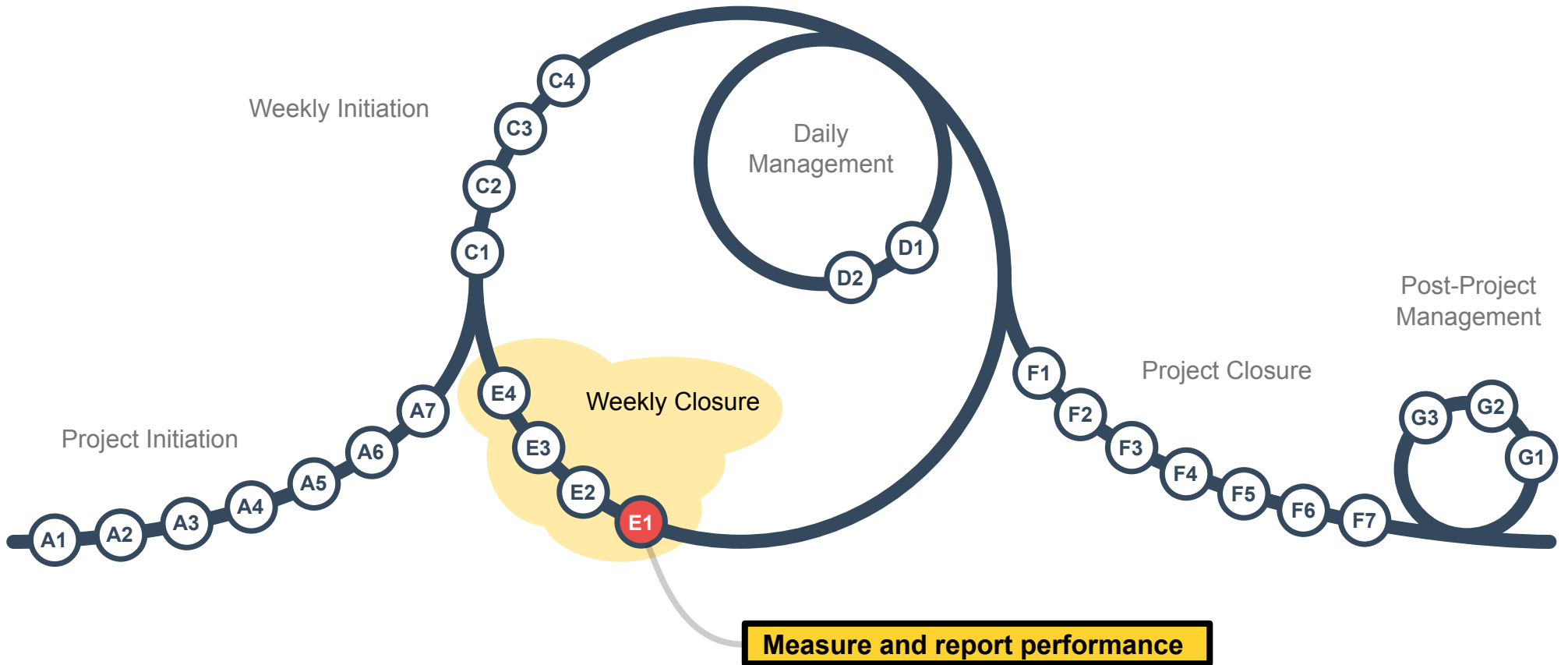
Post-Project Management

Project Initiation

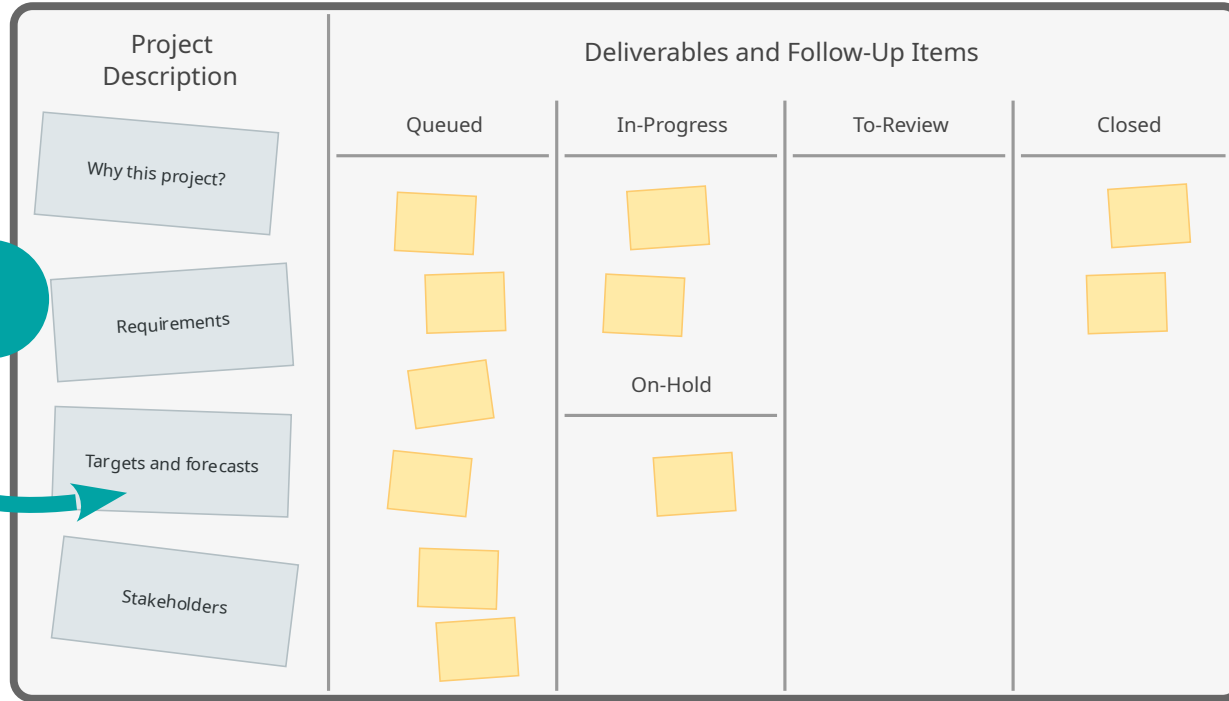
Weekly Closure

Project Closure





Integrated Project Board



New Forecasts

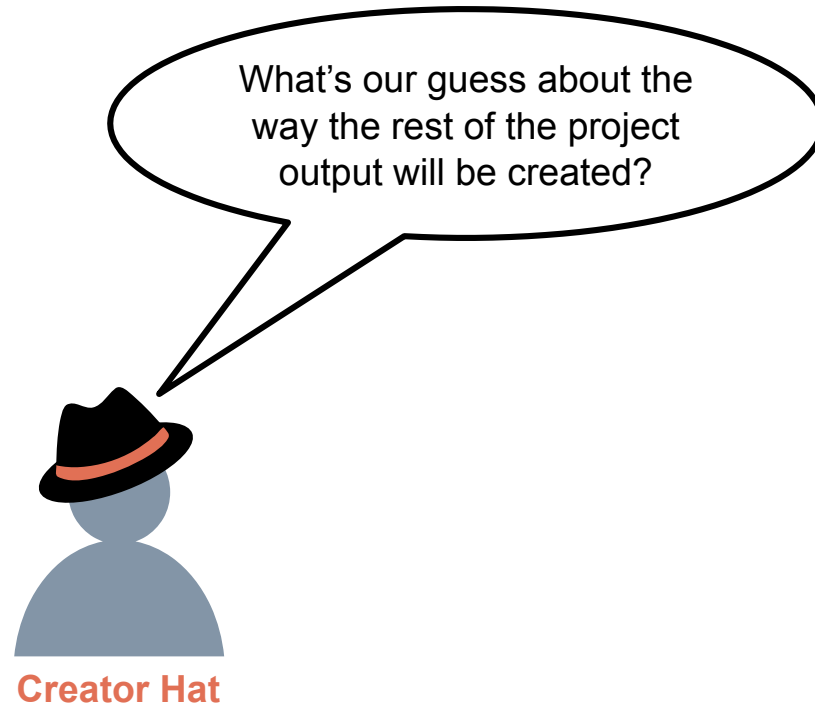
What concerns do you think each hat should have
in this management activity?



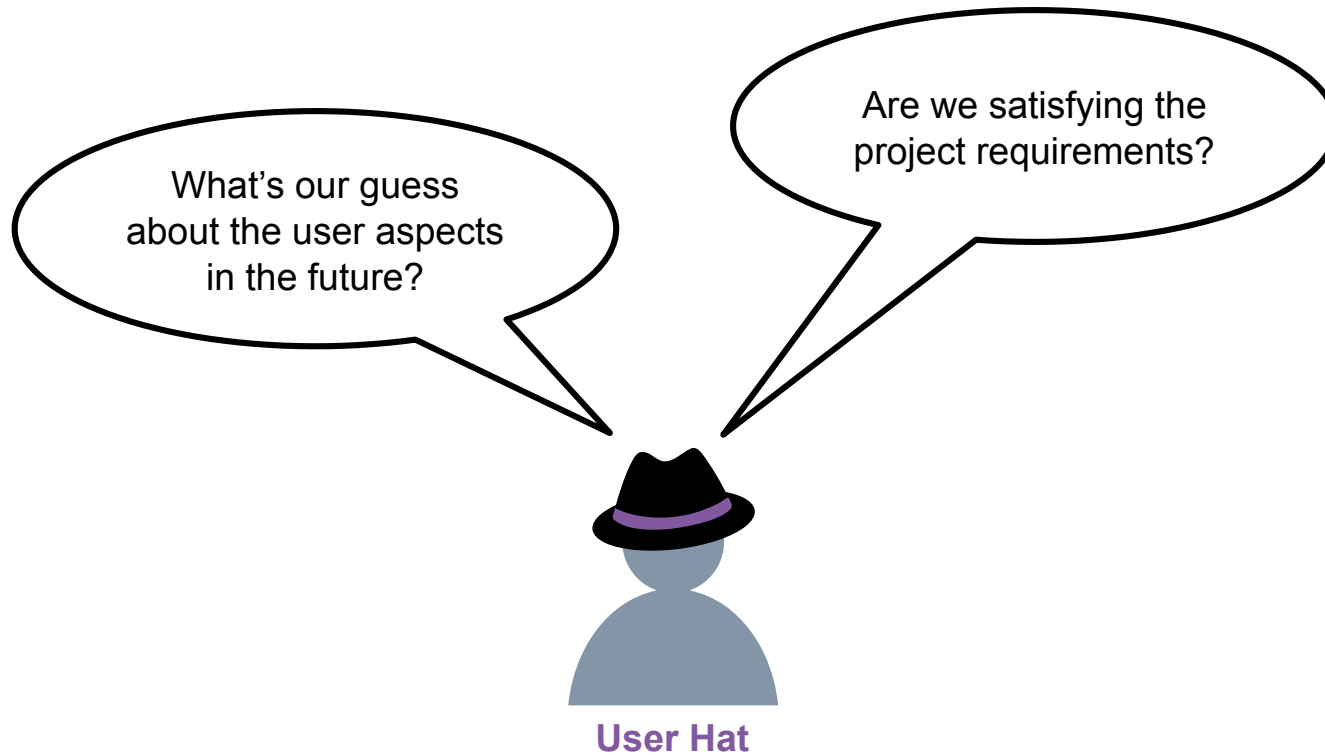
E1 – Measure and report performance



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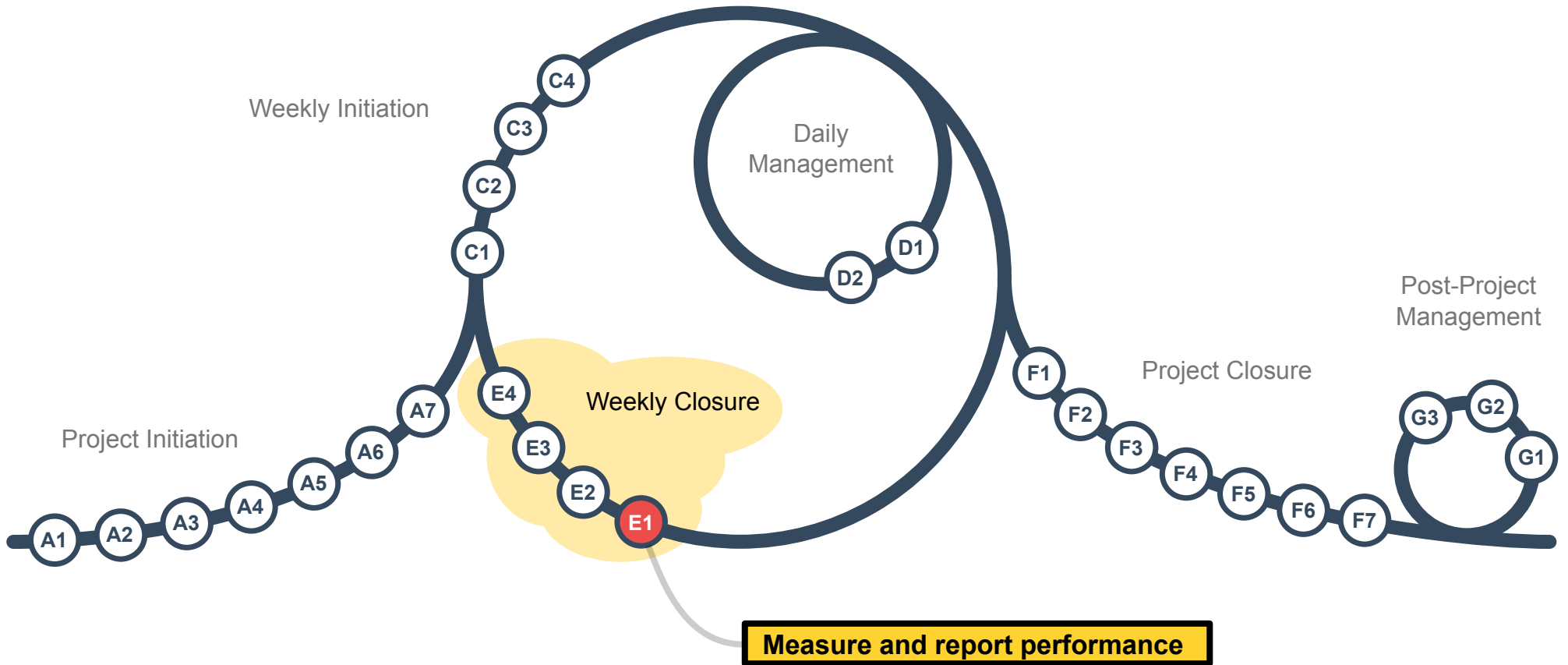


E1 – Measure and report performance

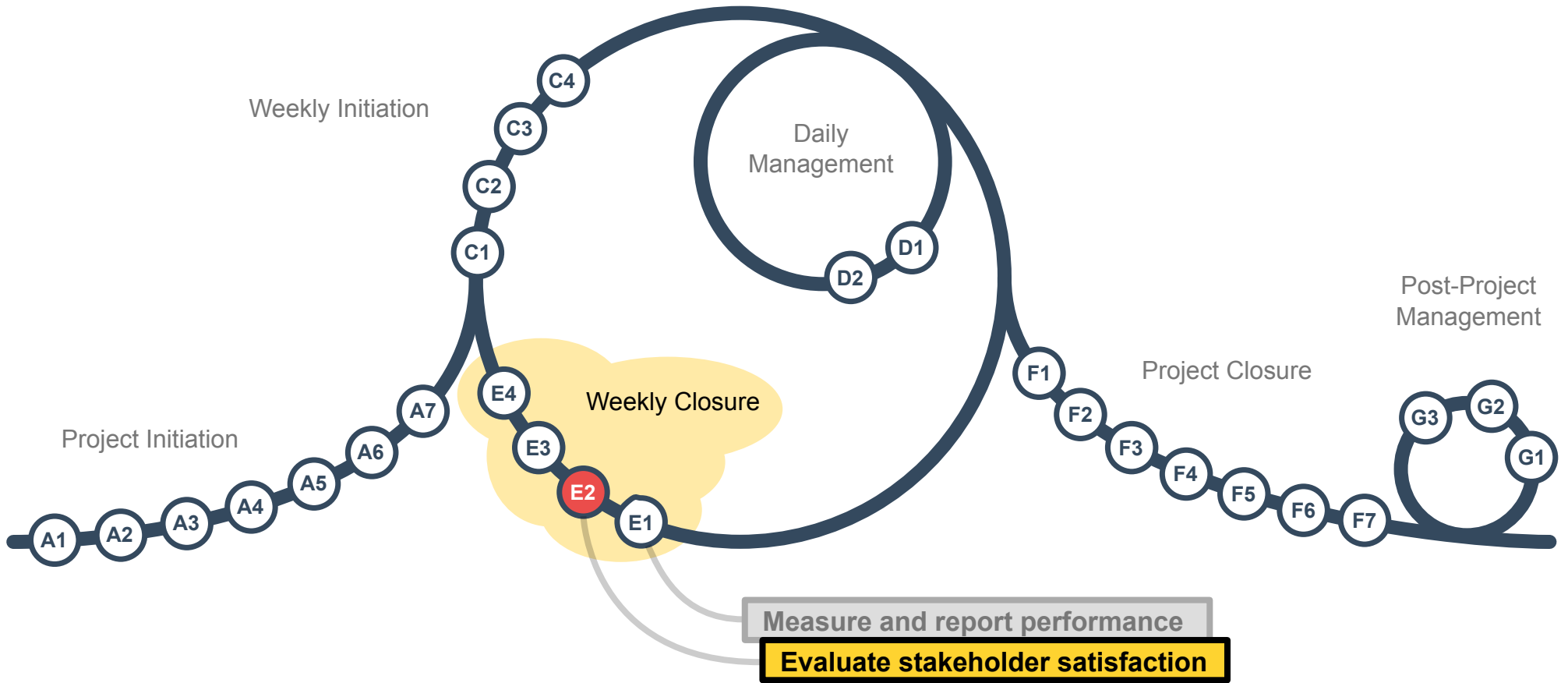


E1 – Measure and report performance





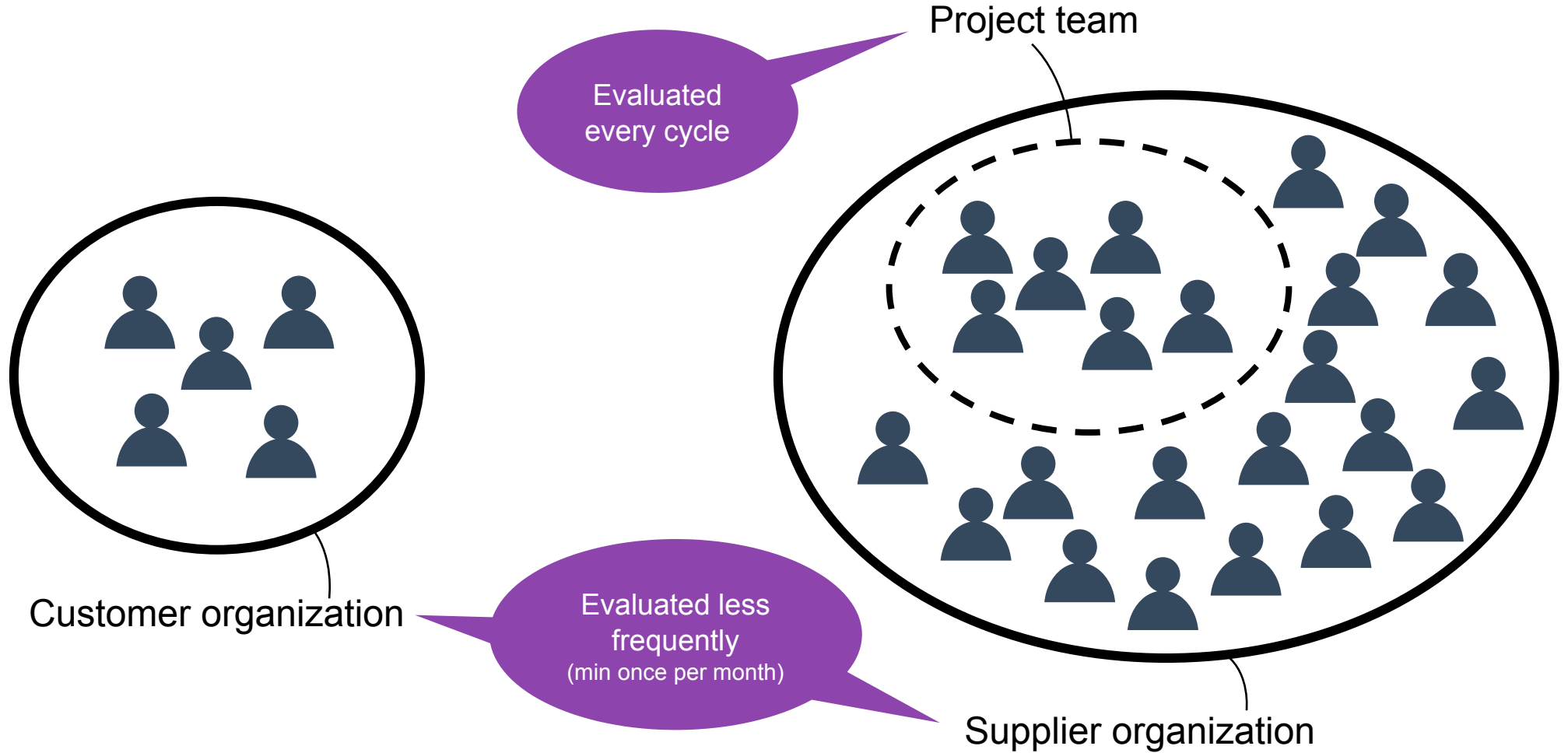
Measure and report performance



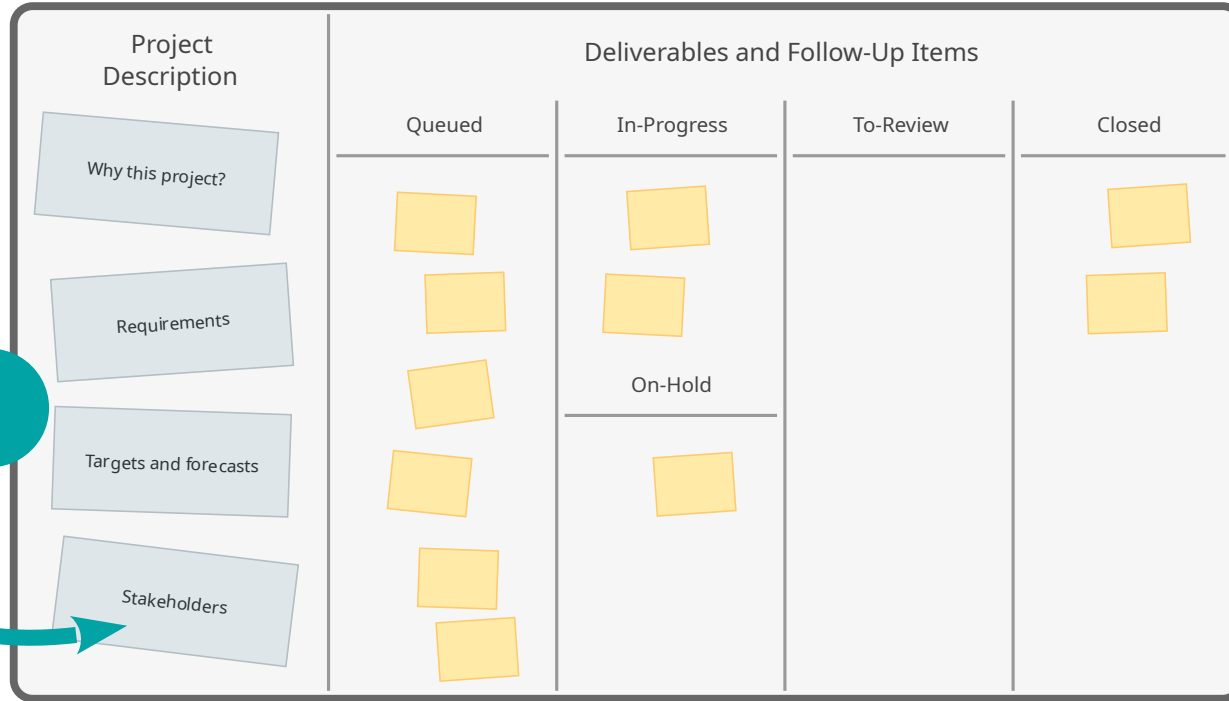
E2 – Evaluate stakeholder satisfaction



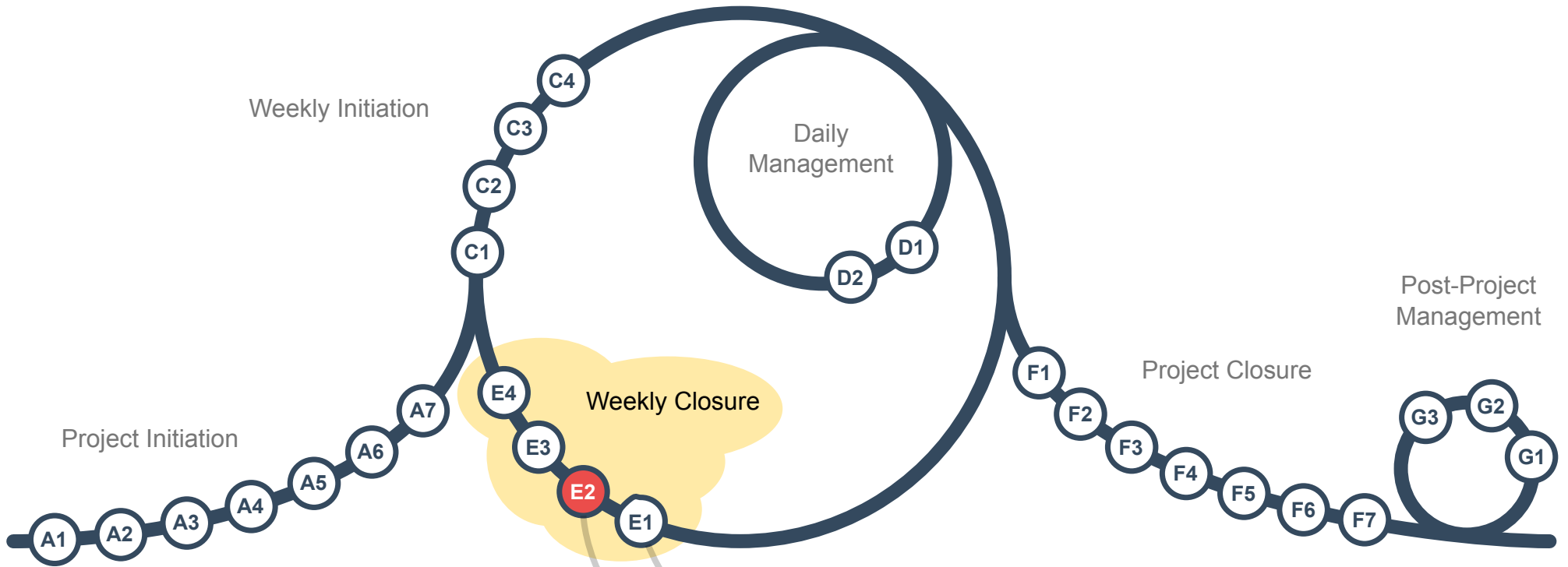
E2 – Evaluate stakeholder satisfaction



Integrated Project Board

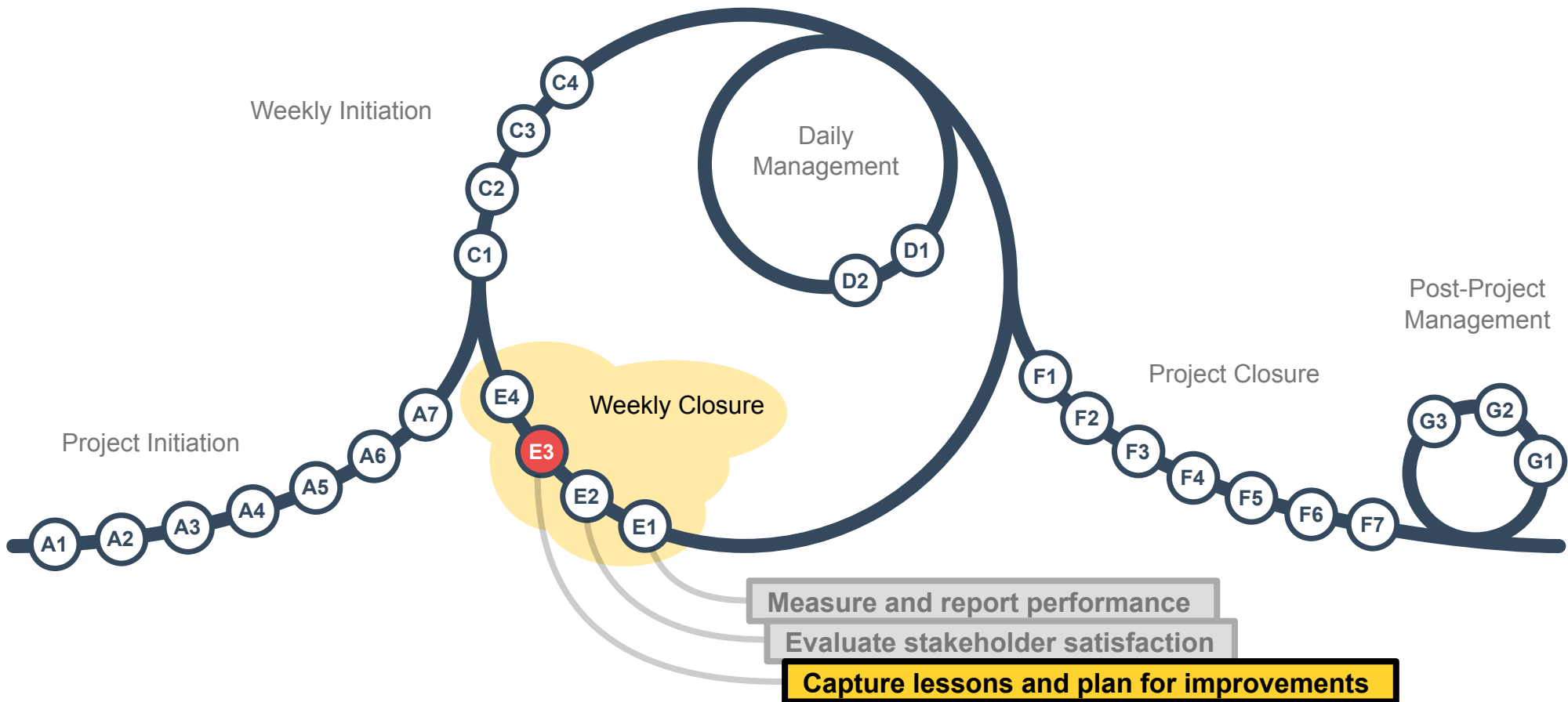


Evaluation Results

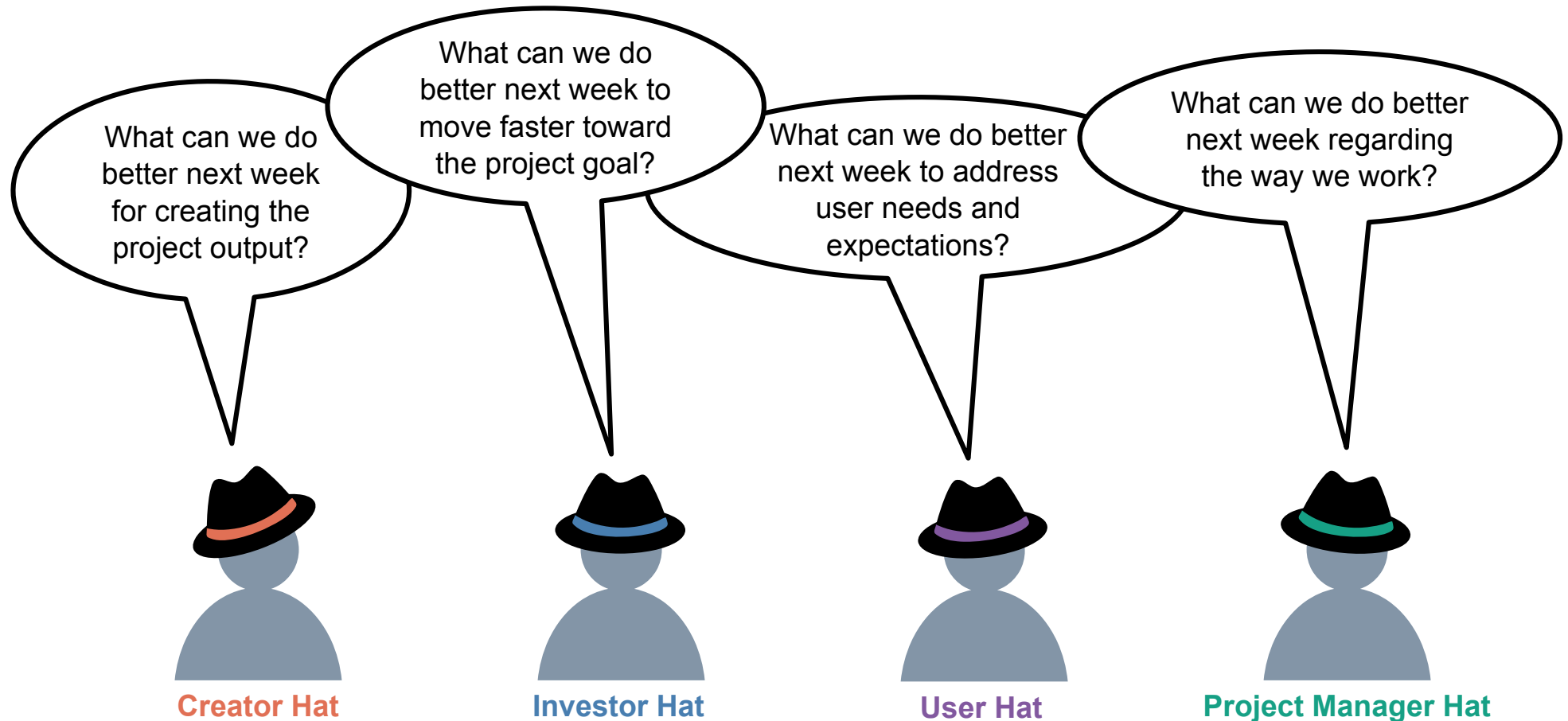


Measure and report performance

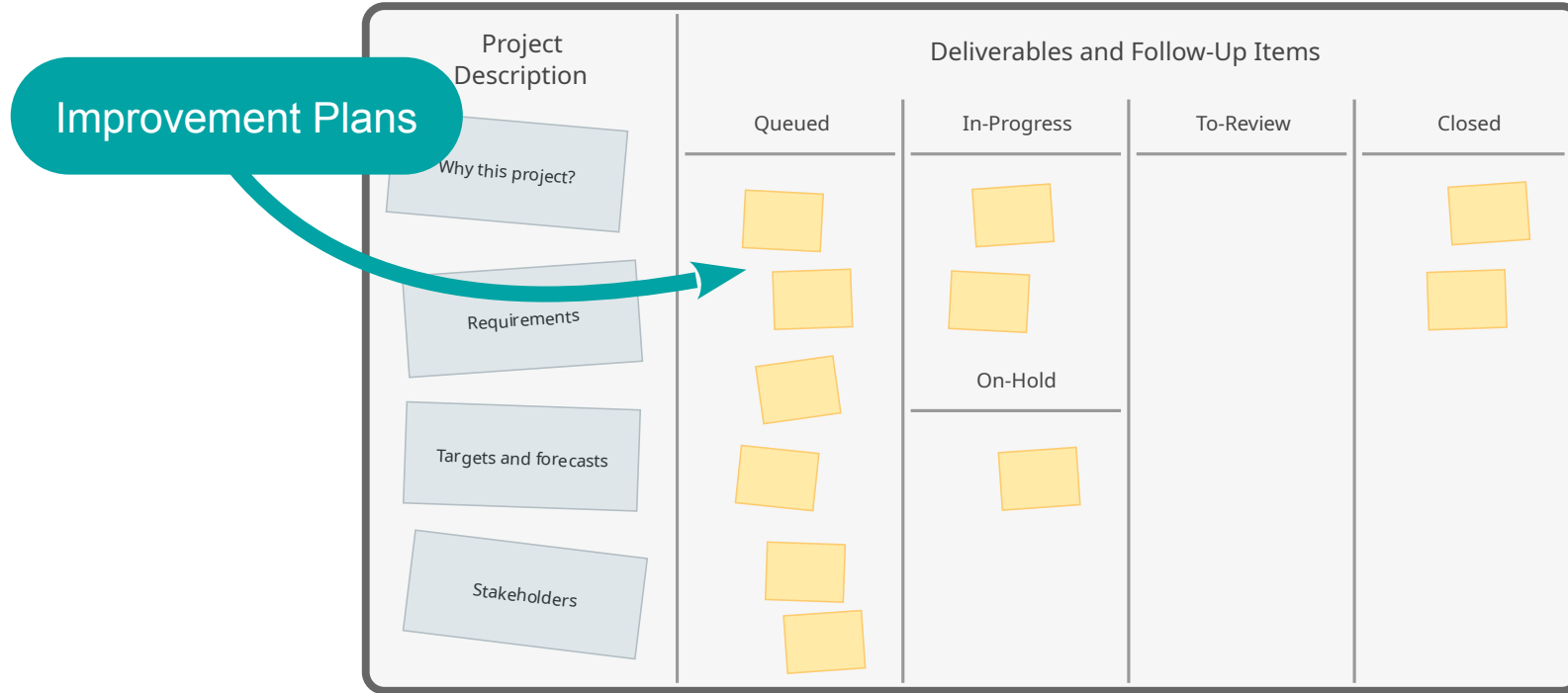
Evaluate stakeholder satisfaction



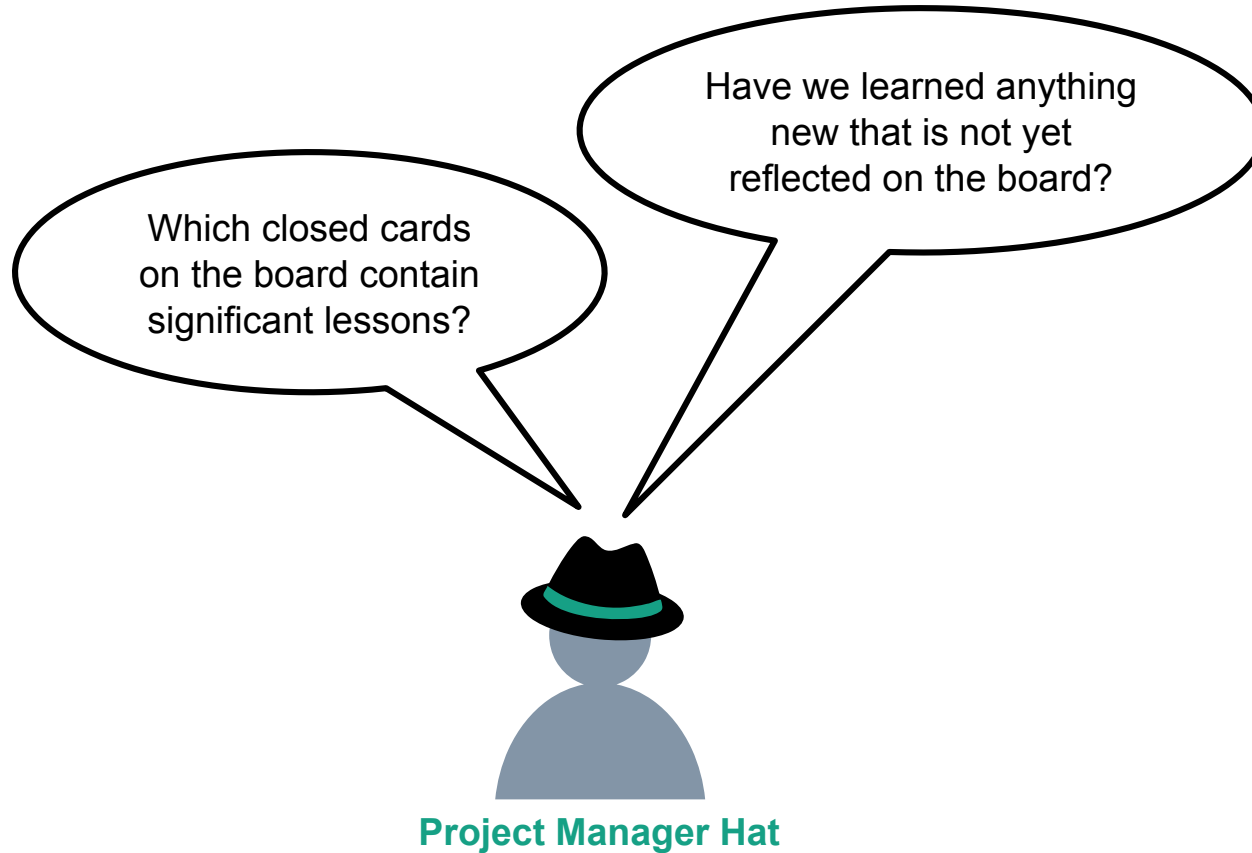
E3 – Capture lessons and plan for improvements



Integrated Project Board

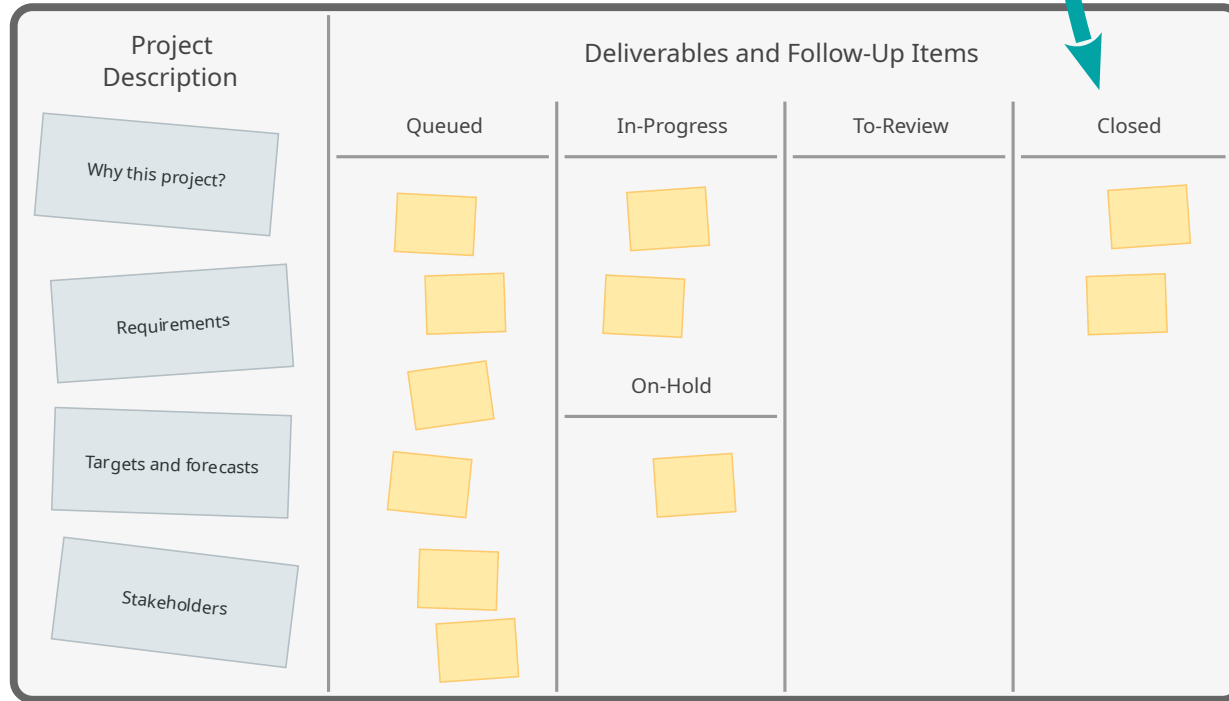


E3 – Capture lessons and plan for improvements



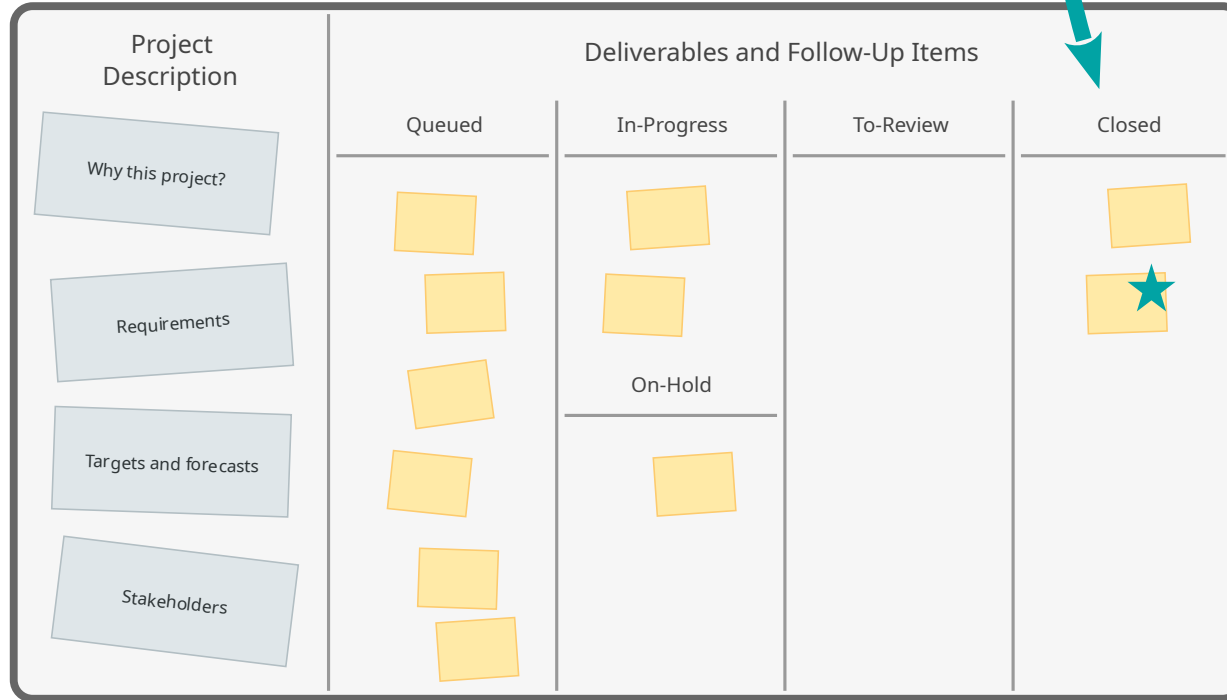
Lessons Learned

Integrated Project Board

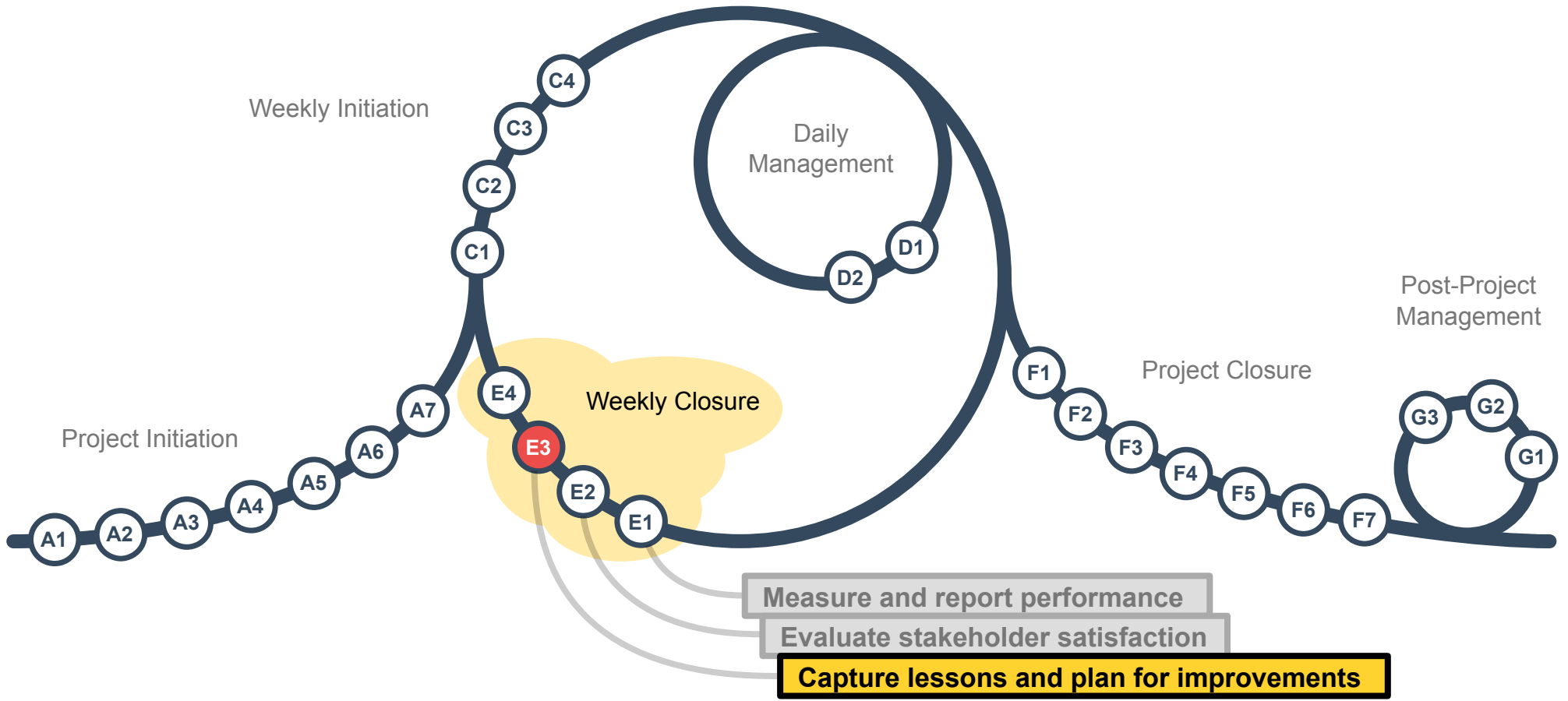


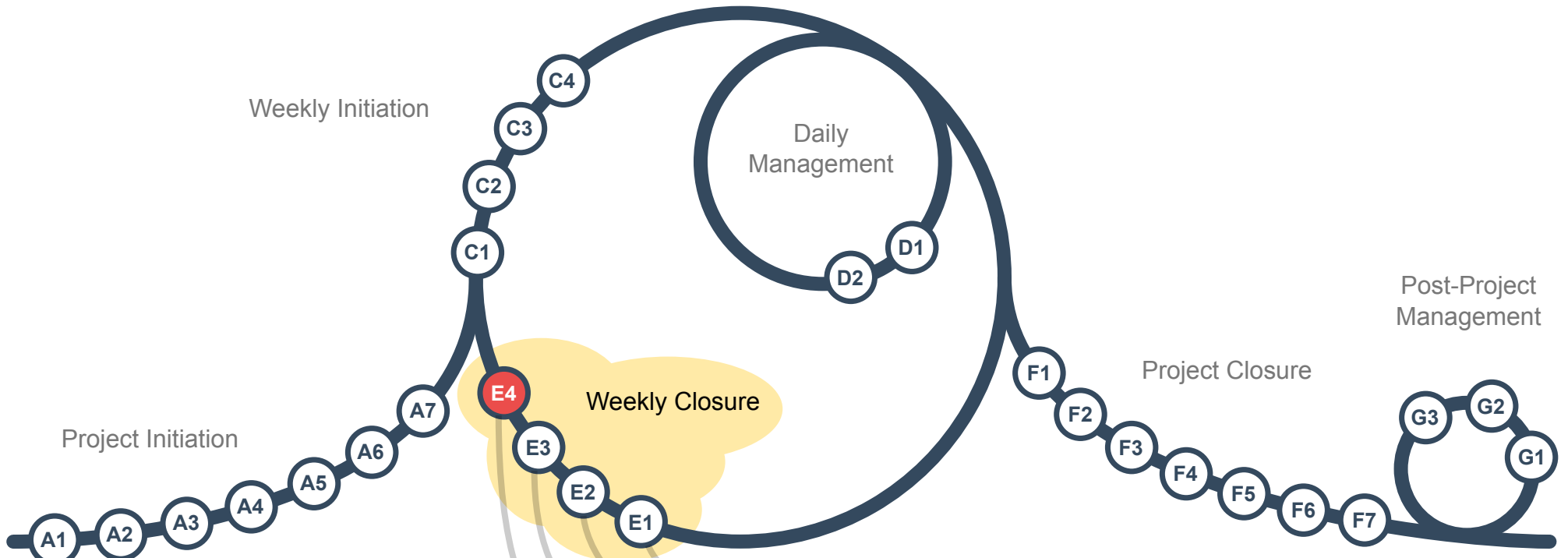
Lessons Learned

Integrated Project Board



Mark deliverables and follow-up items that contain important lessons.





Project Initiation

Weekly Initiation

Daily Management

Post-Project Management

Project Closure

Weekly Closure

Measure and report performance

Evaluate stakeholder satisfaction

Capture lessons and plan for improvements

Consider swapping hats for the week

E4 – Consider swapping hats for the week

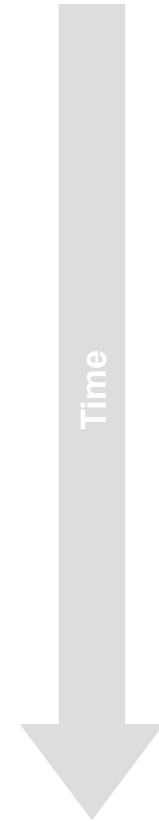
Project Initiation

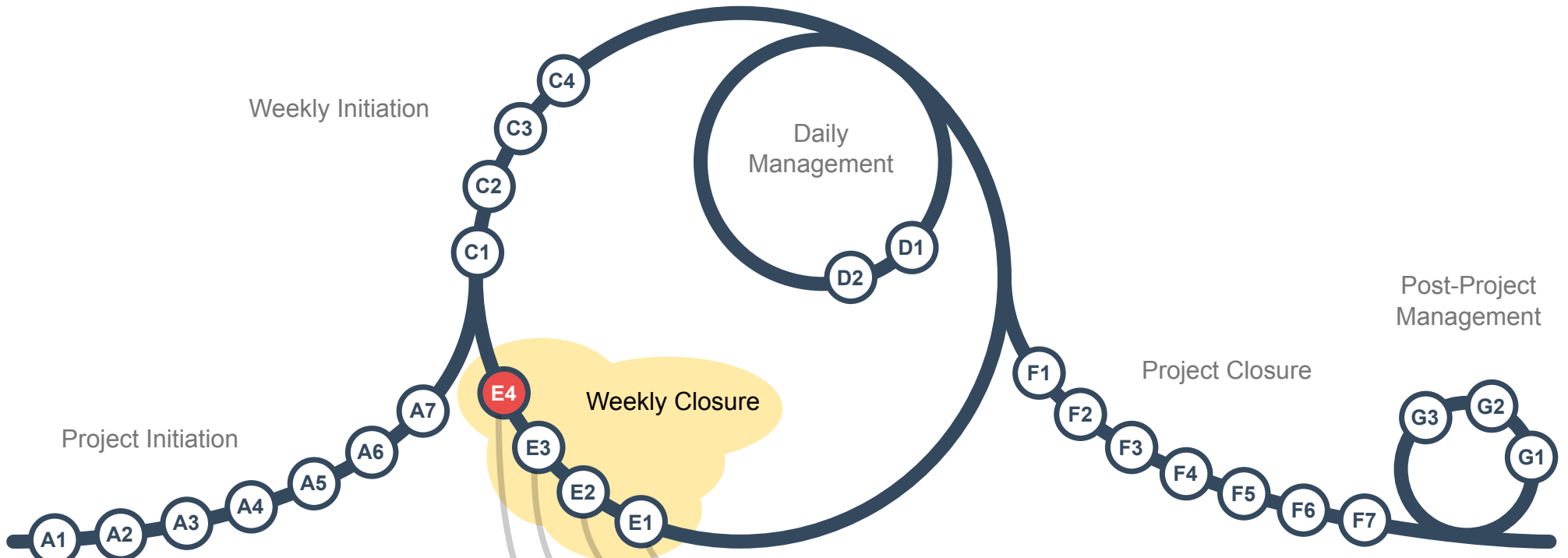


Cycle 1



Cycle 2





Project Initiation

Weekly Initiation

Daily Management

Post-Project Management

Project Closure

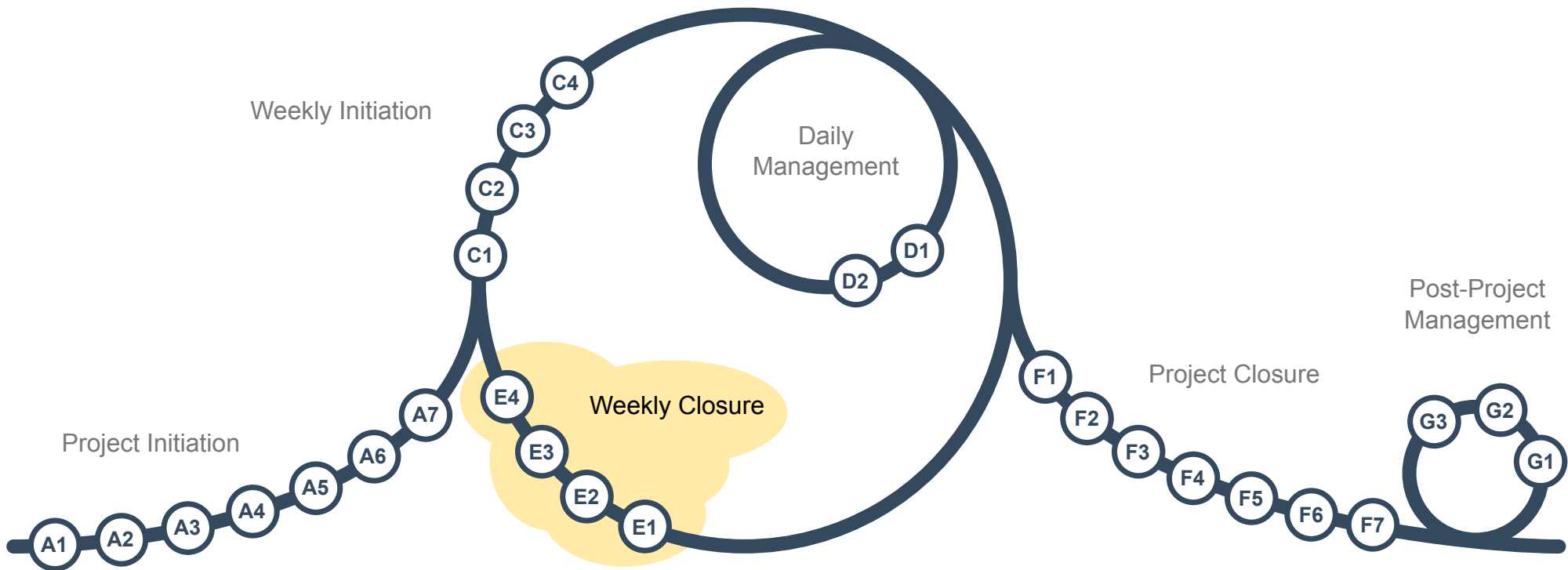
Weekly Closure

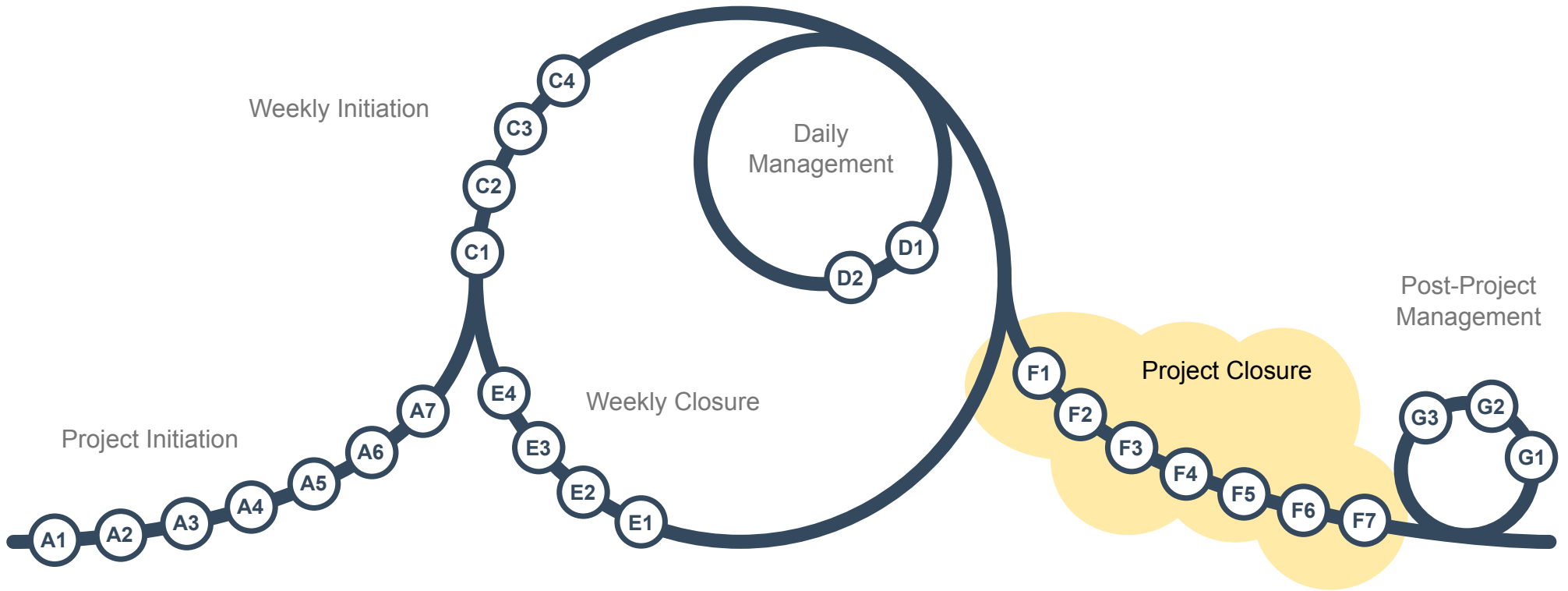
Measure and report performance

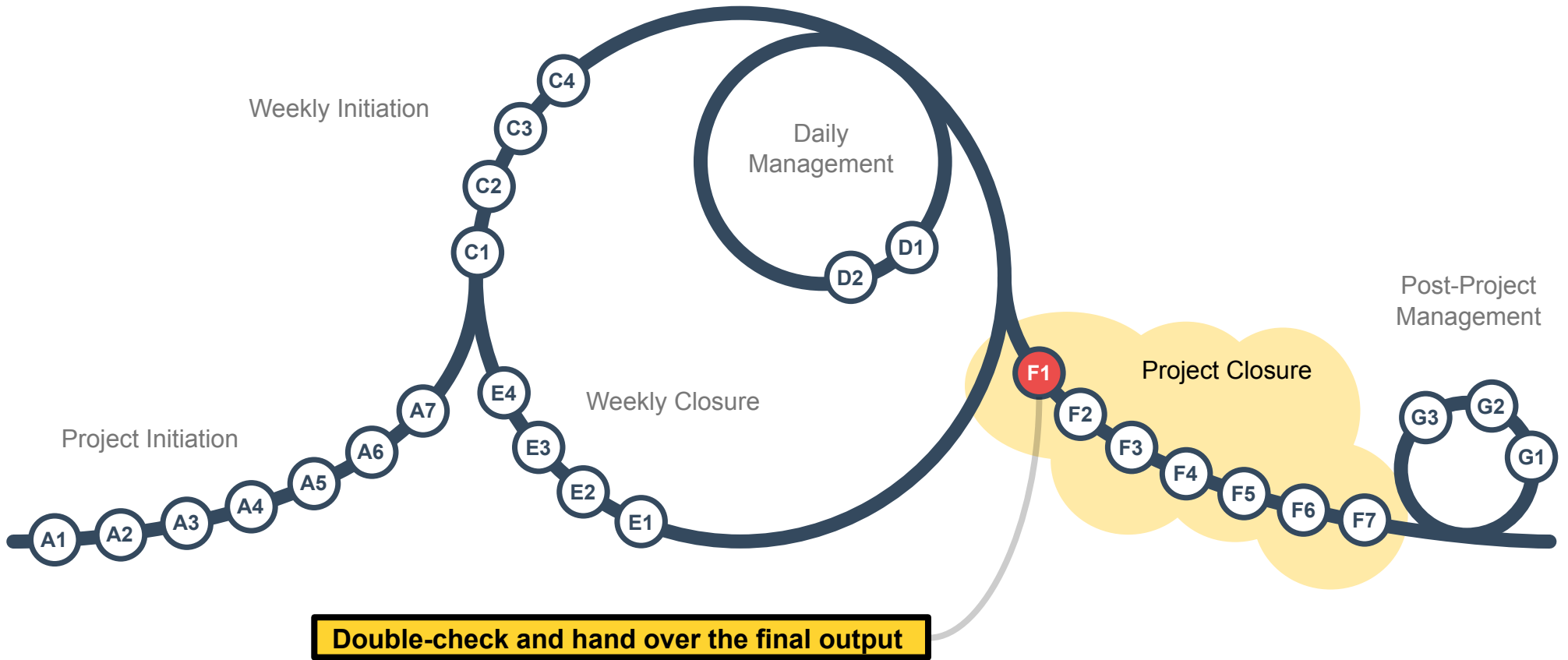
Evaluate stakeholder satisfaction

Capture lessons and plan for improvements

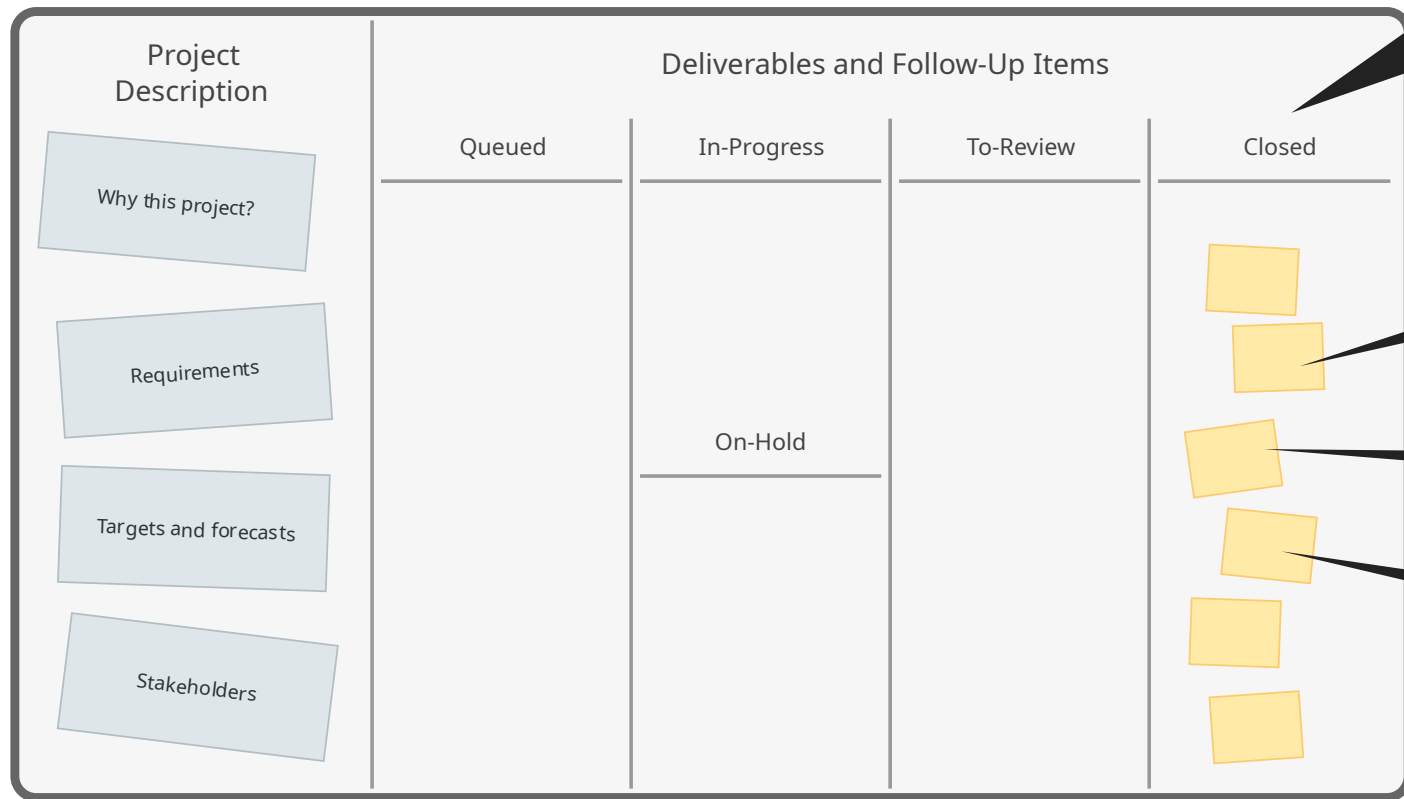
Consider swapping hats for the week







F1 – Double-check and hand over the final product



Everything must be closed

Completed

Transferred

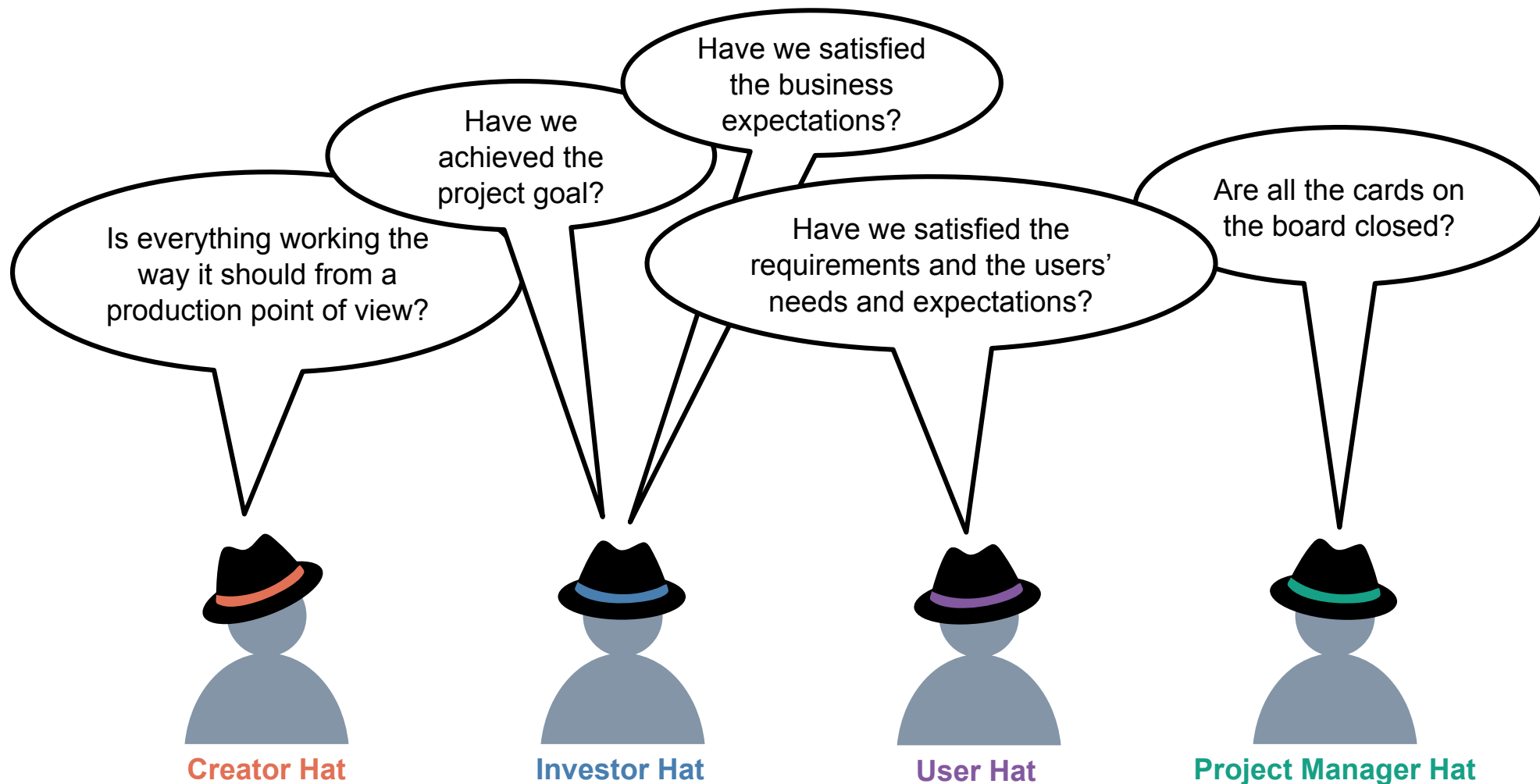
Cancelled

Don't delete anything!

What concerns do you think each hat should have
in this management activity?



F1 – Double-check and hand over the final product



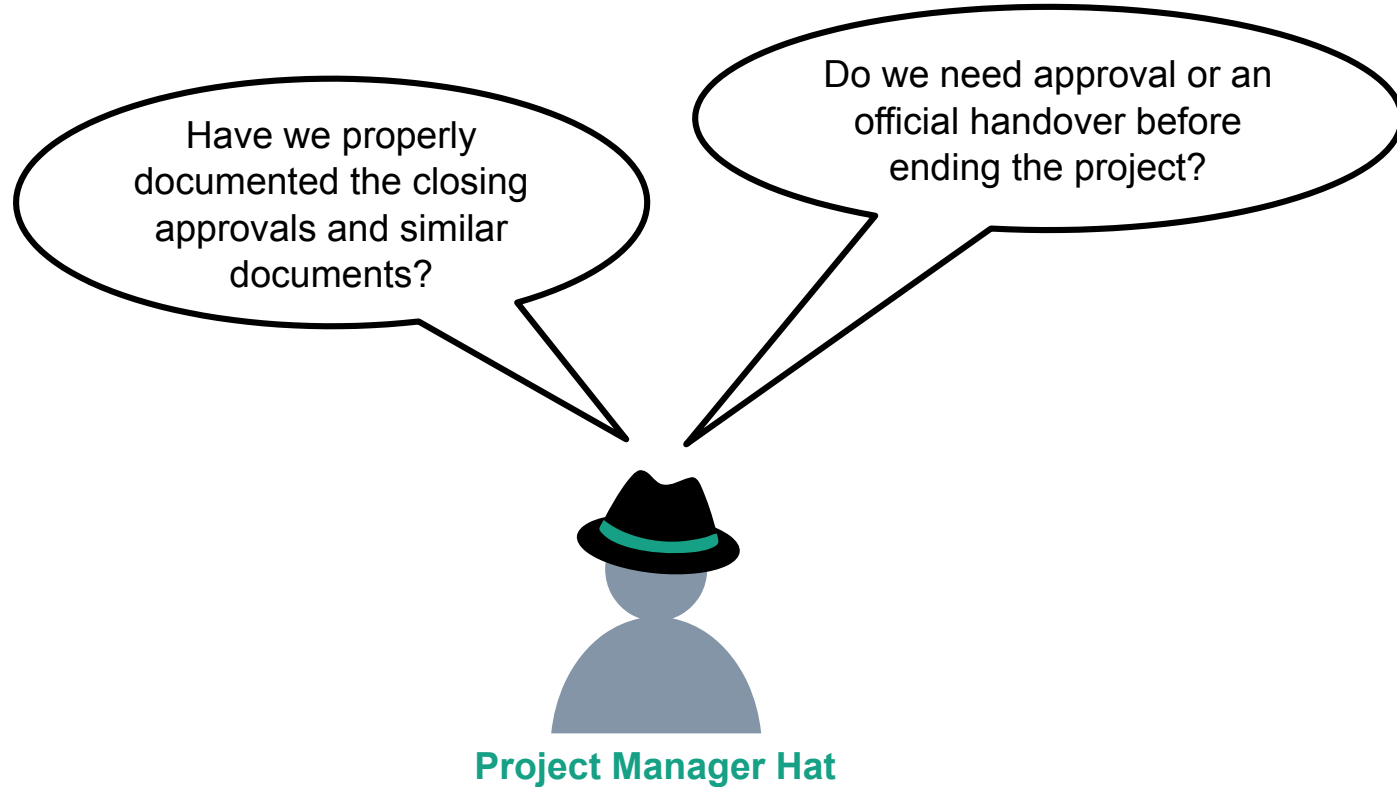
F1 – Double-check and hand over the final product

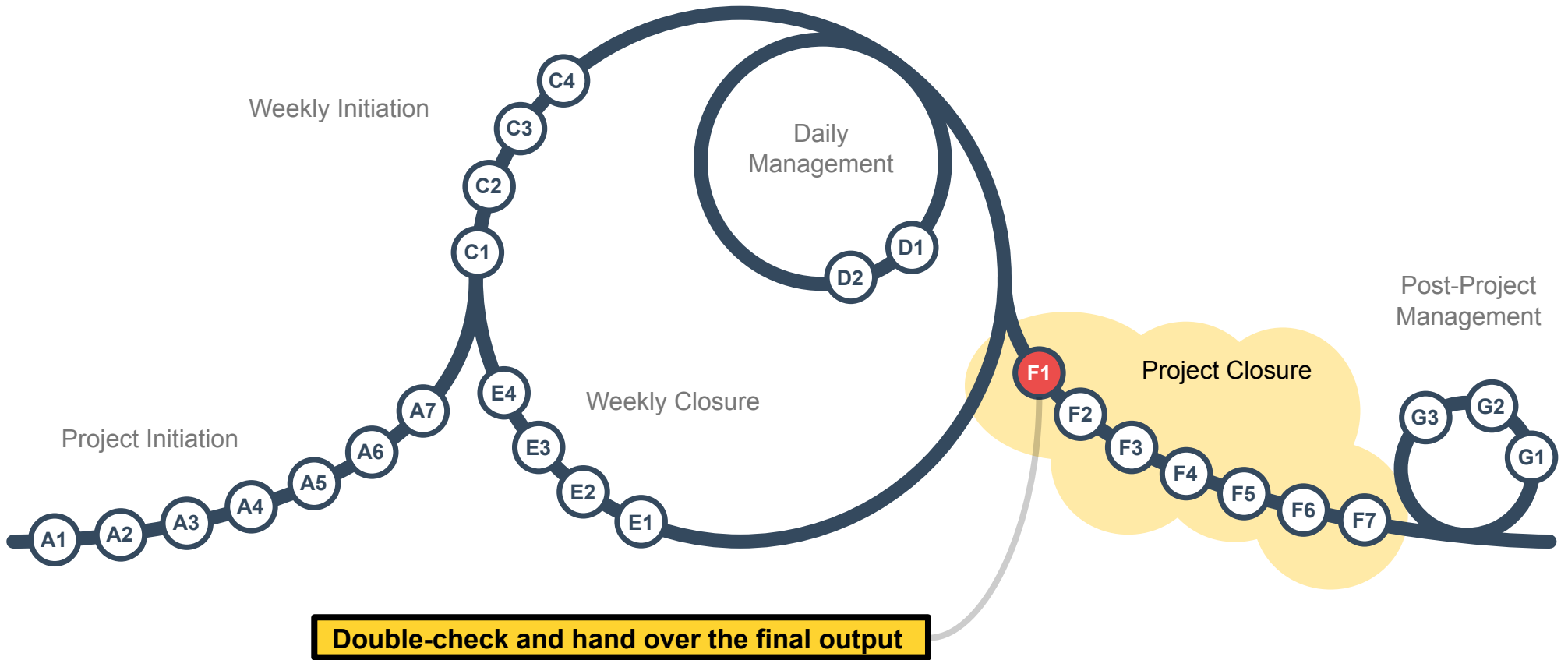
Do we need to prepare
any additional information
for the maintenance
team?

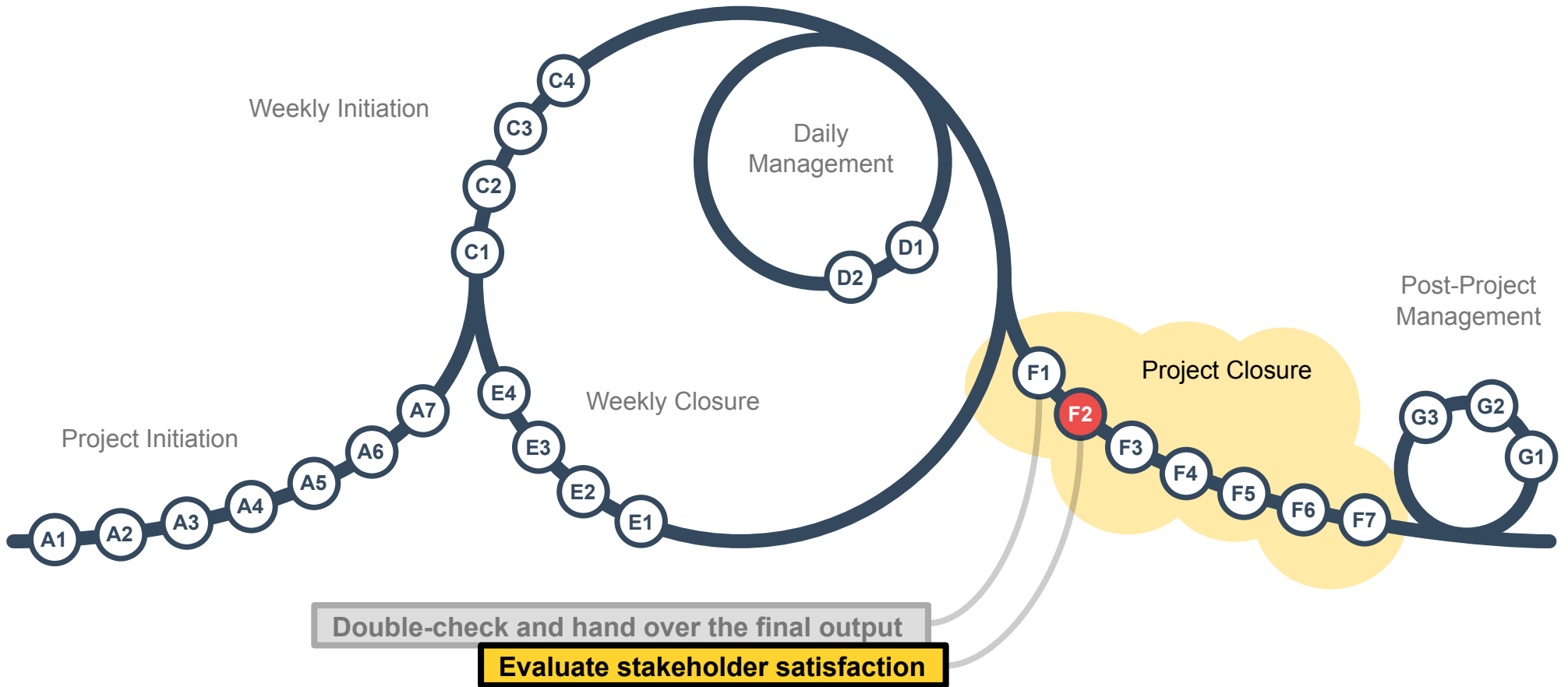


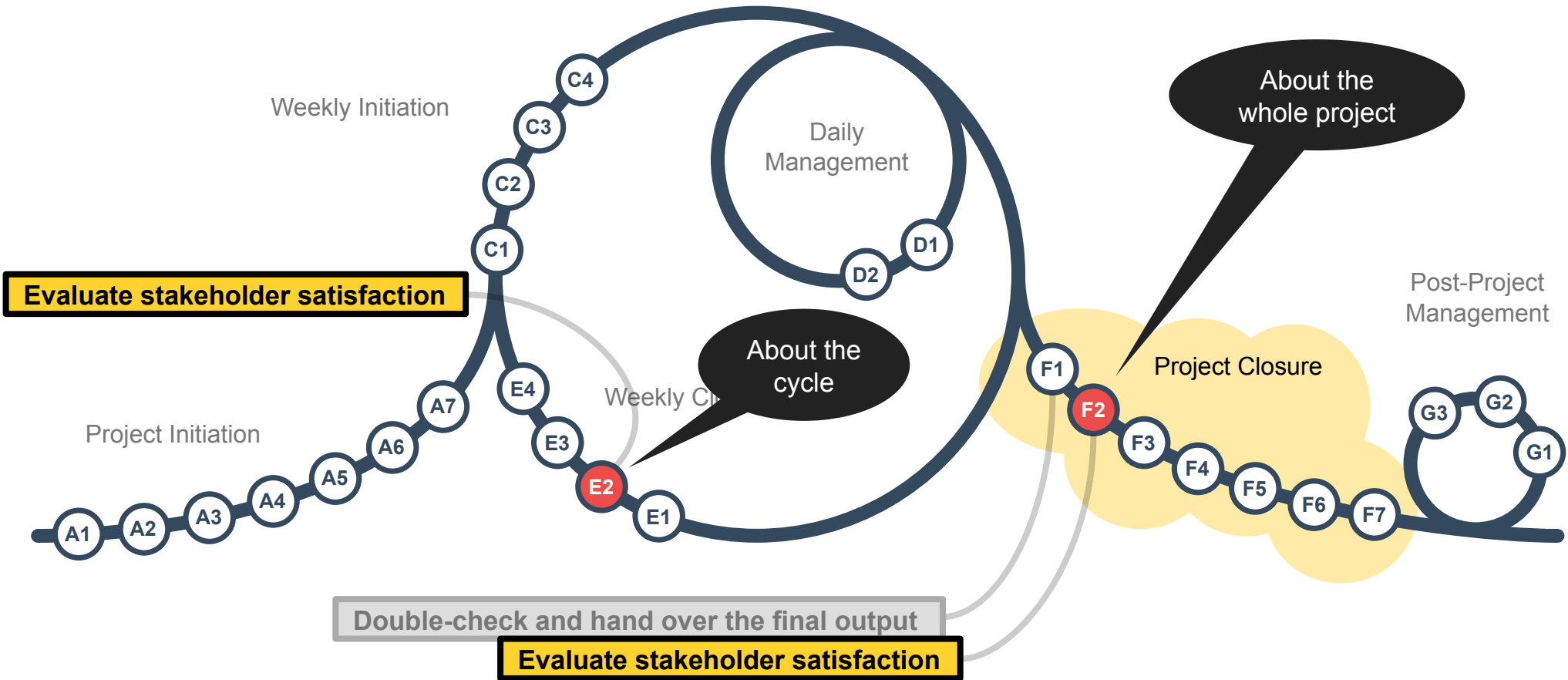
Creator Hat

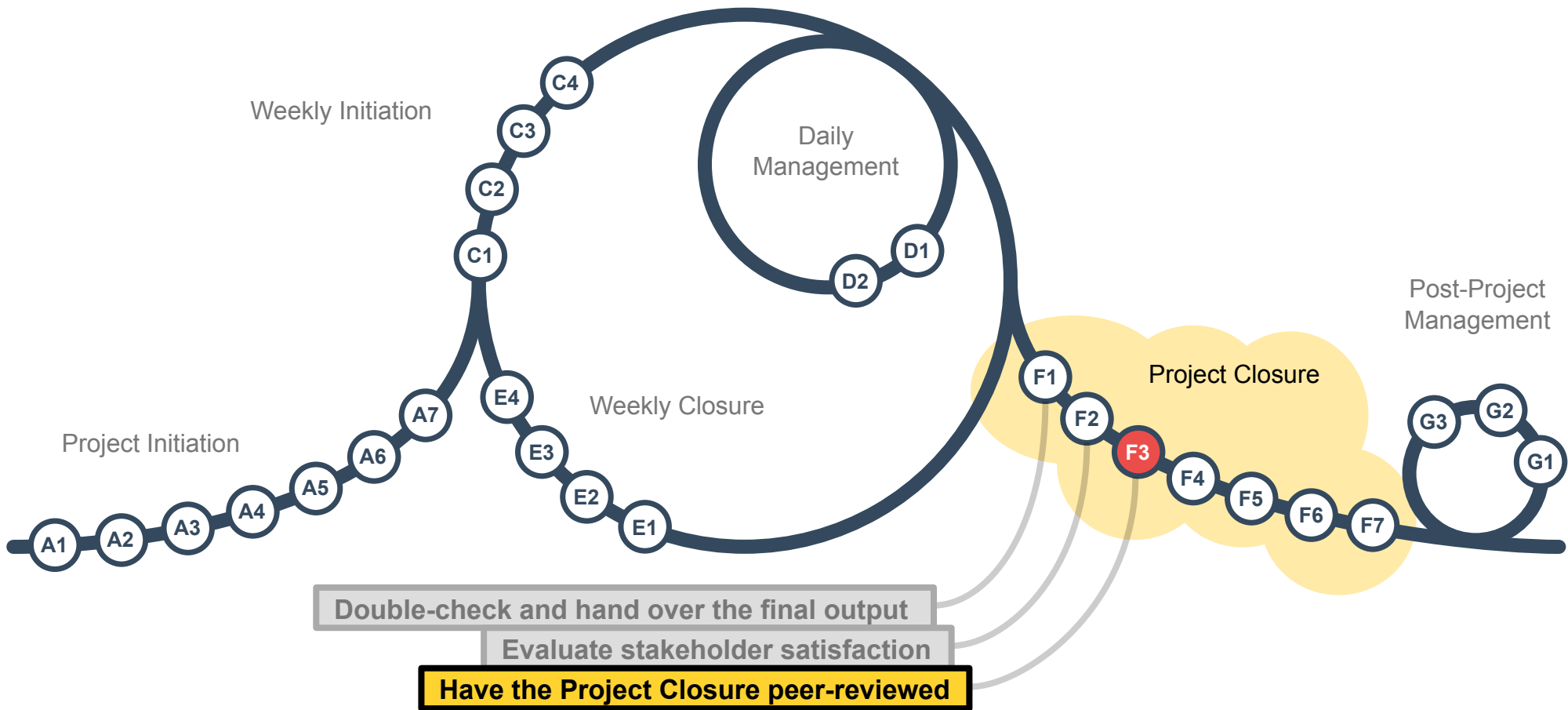
F1 – Double-check and hand over the final product



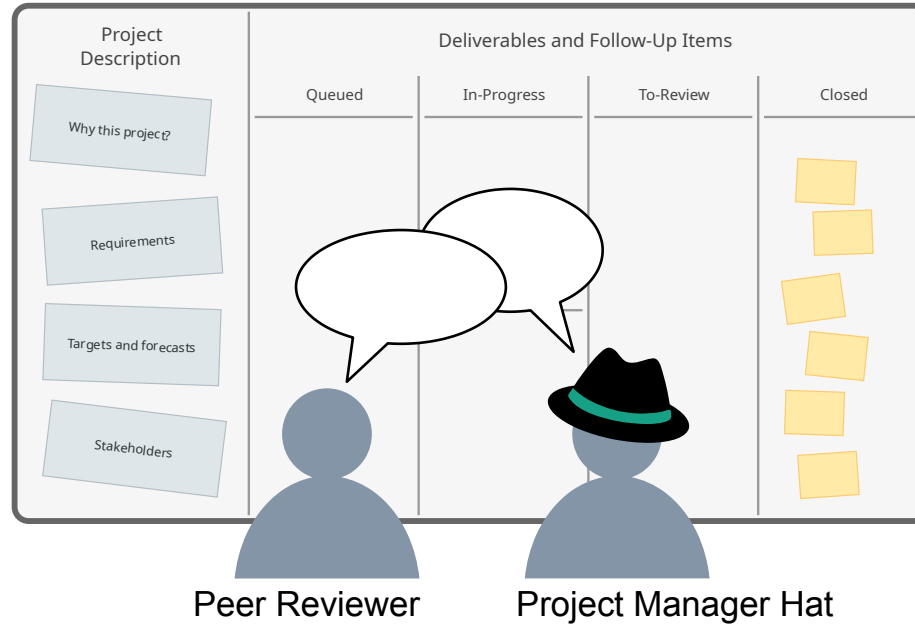








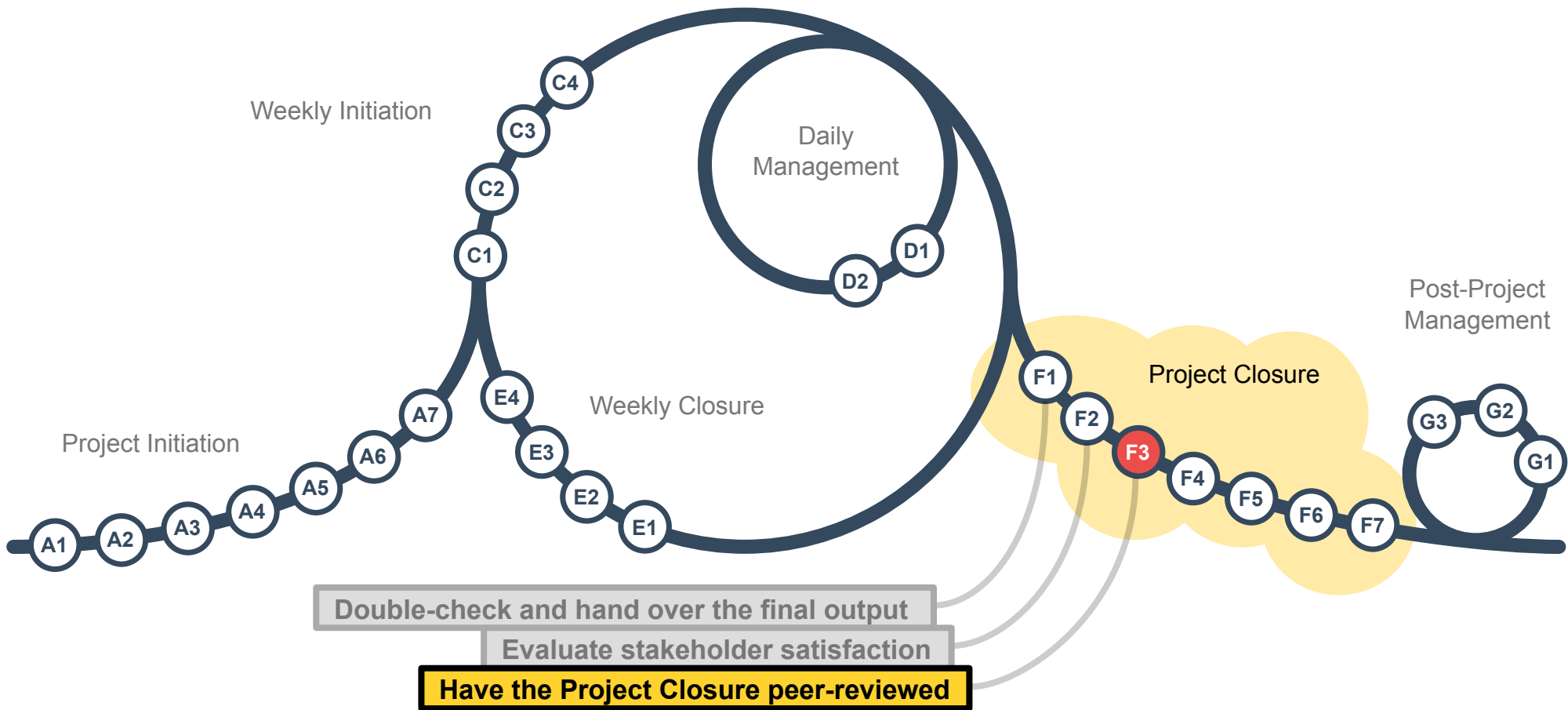
F3 – Have the Project Closure peer-reviewed

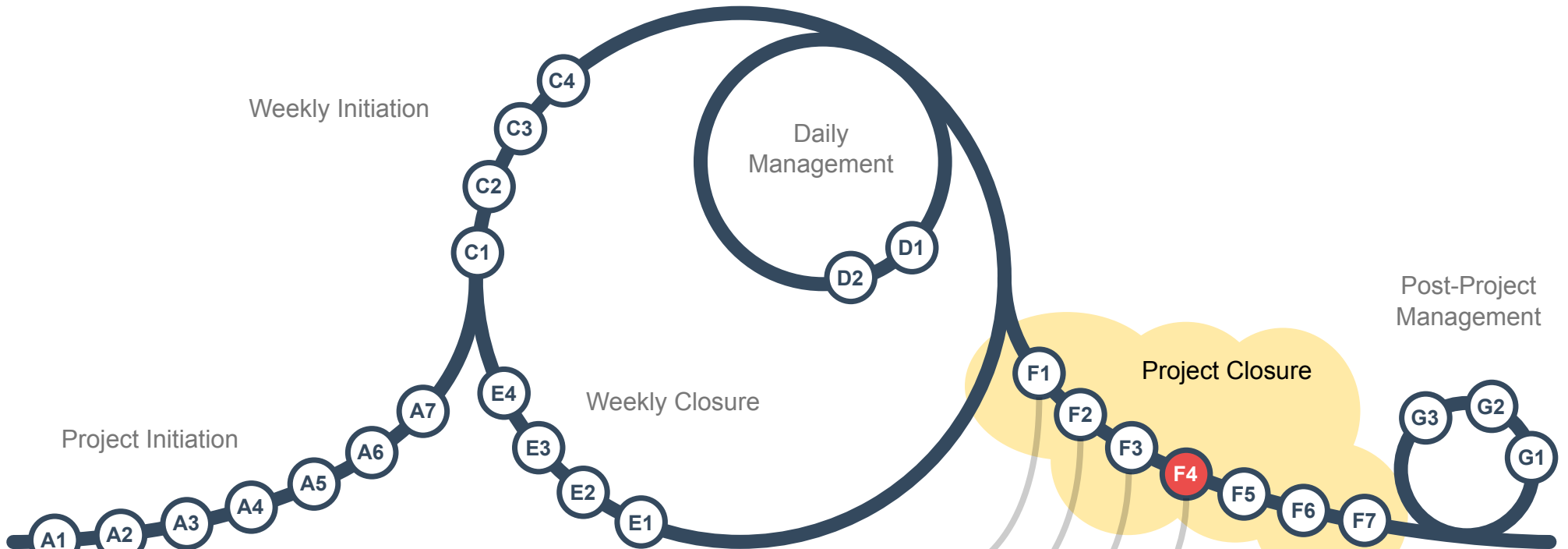


External to the project
Expert in project management
(A different person each time)

- ★ Helps find mistakes
- ★ Both learn from each other







- Double-check and hand over the final output
- Evaluate stakeholder satisfaction
- Have the Project Closure peer-reviewed
- Consider swapping hats for Post-Project Management**

F4 – Consider swapping hats for Post-Project Management

Next to last cycle

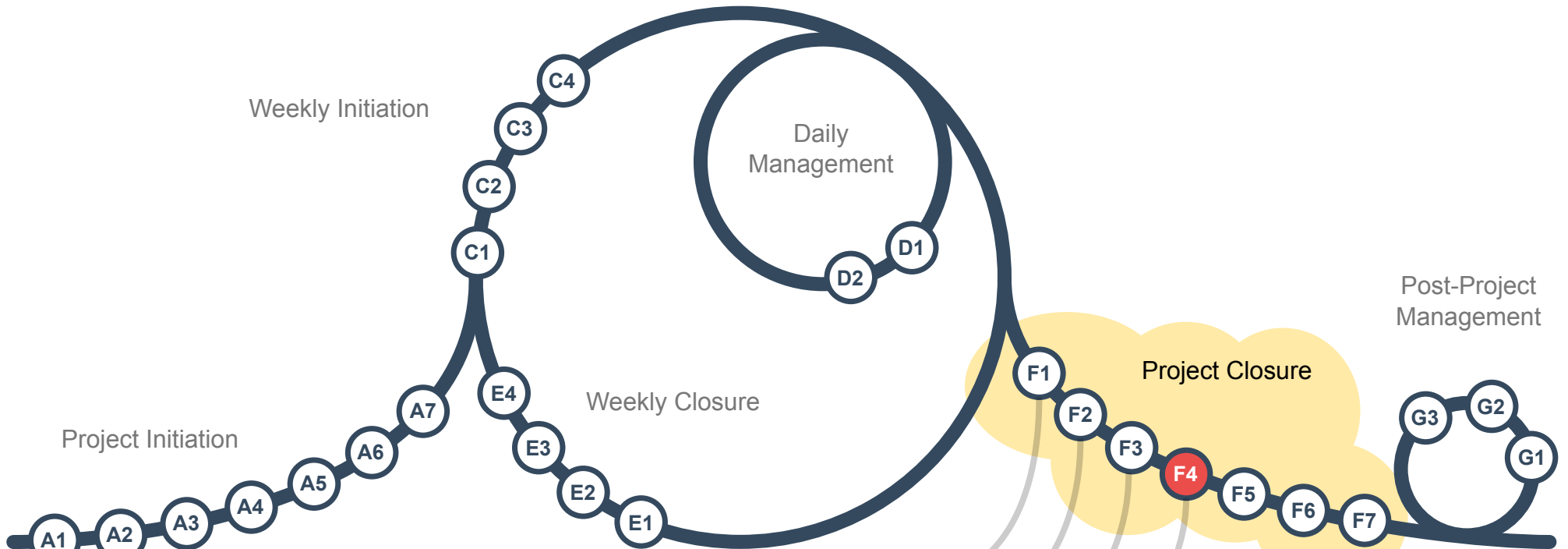


Last cycle

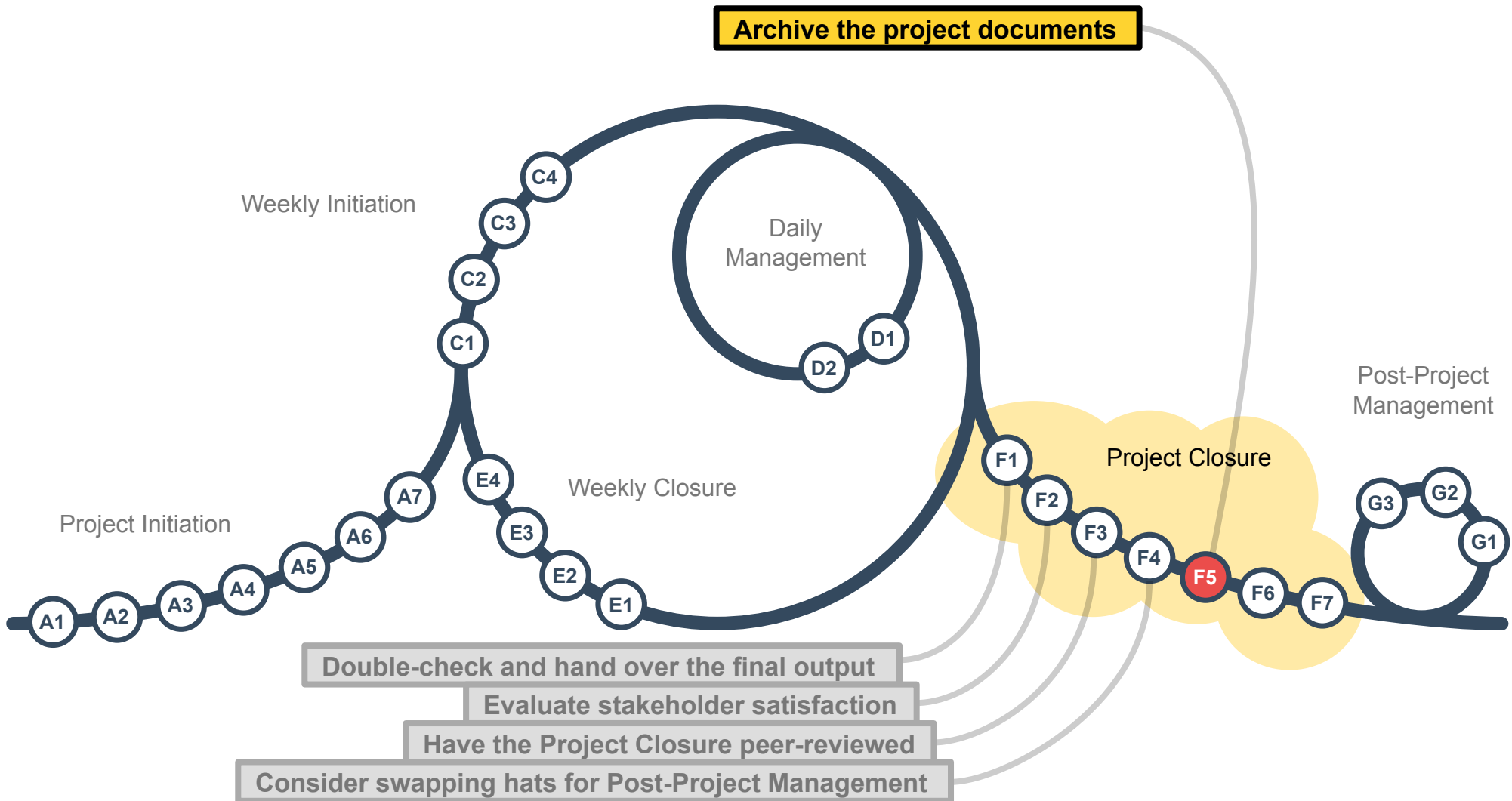


Post-Project Management





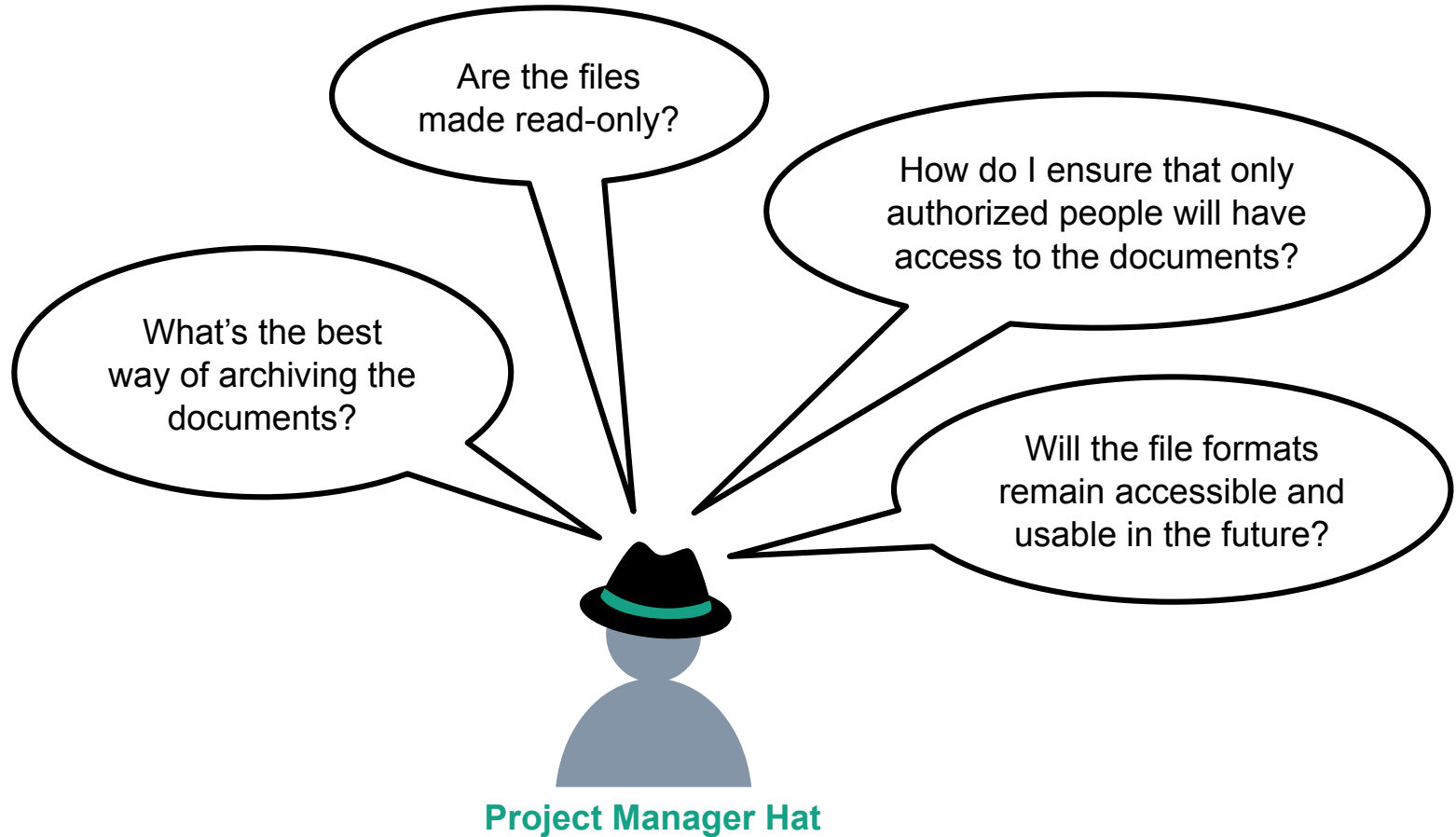
- Double-check and hand over the final output
- Evaluate stakeholder satisfaction
- Have the Project Closure peer-reviewed
- Consider swapping hats for Post-Project Management**

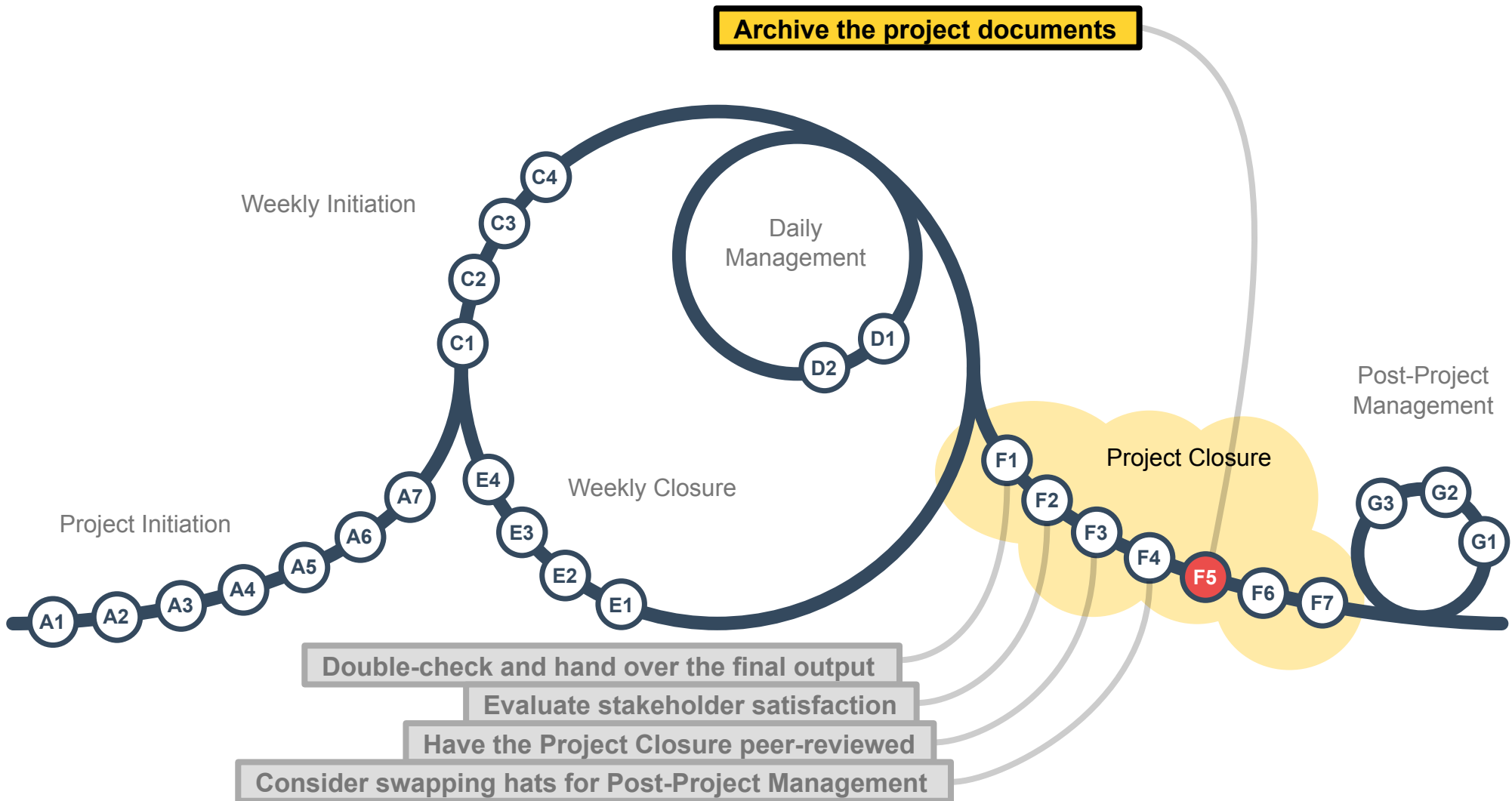


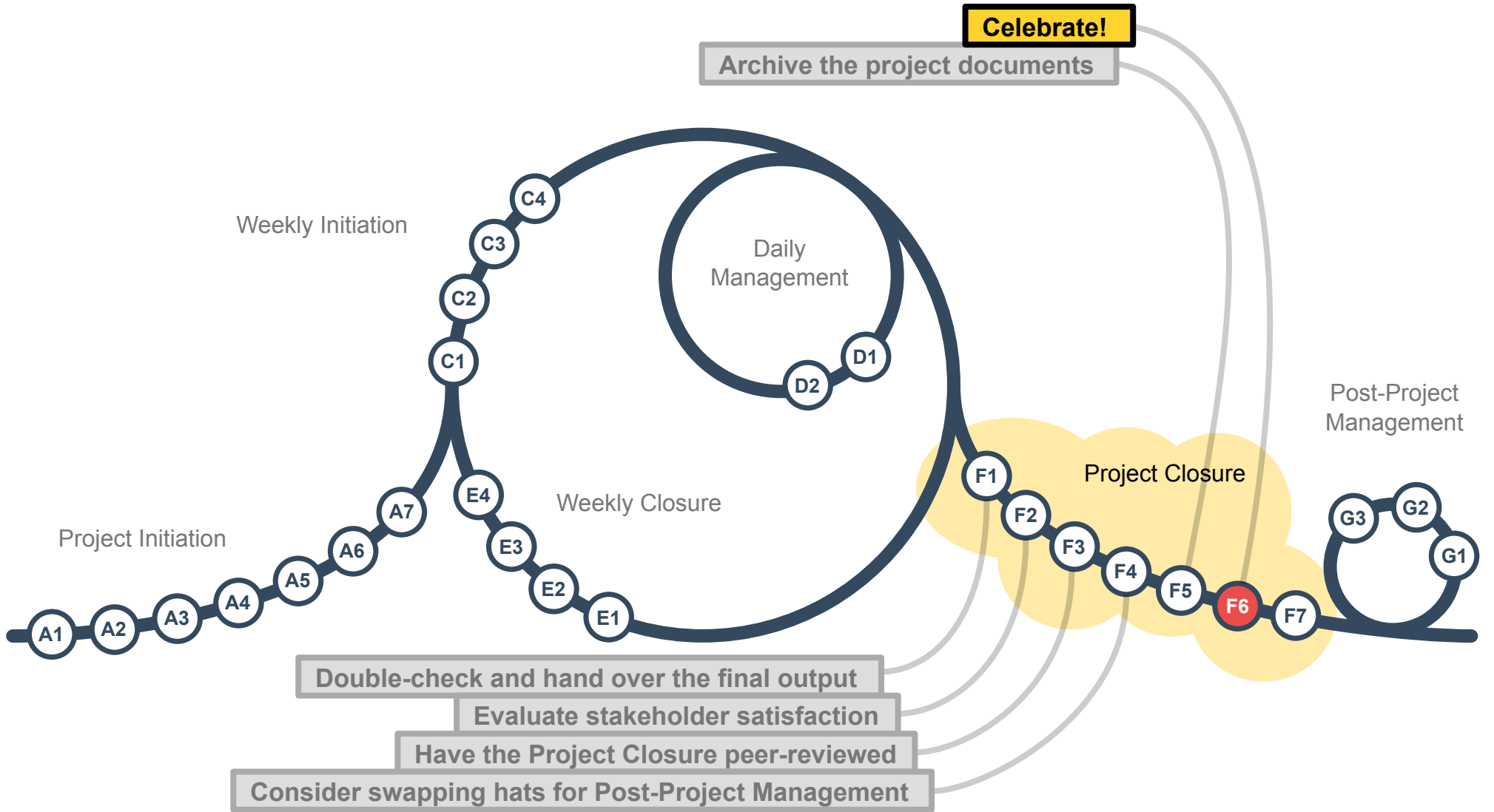
What concerns do you think each hat should have
in this management activity?

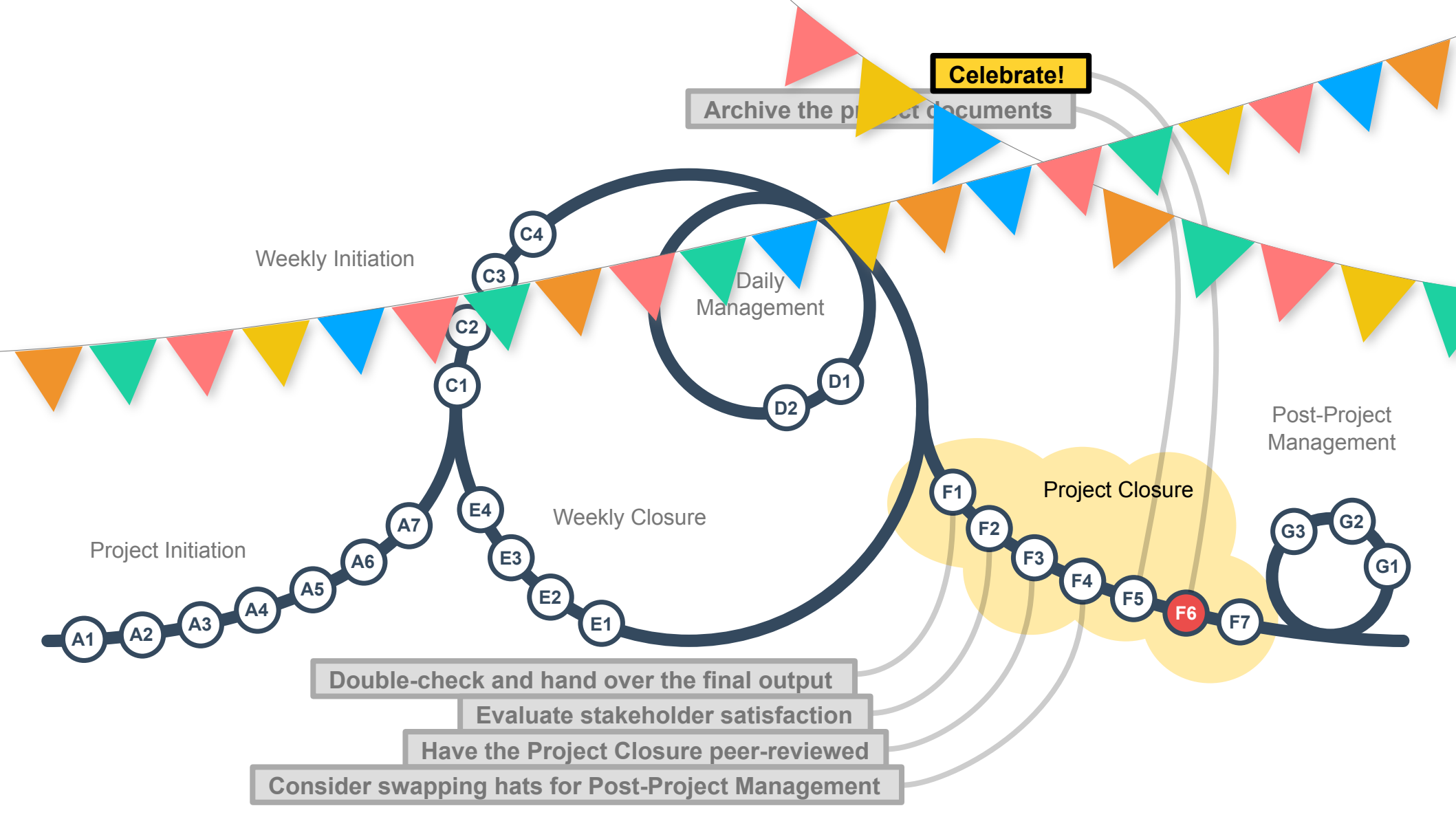


F5 – Archive the project documents

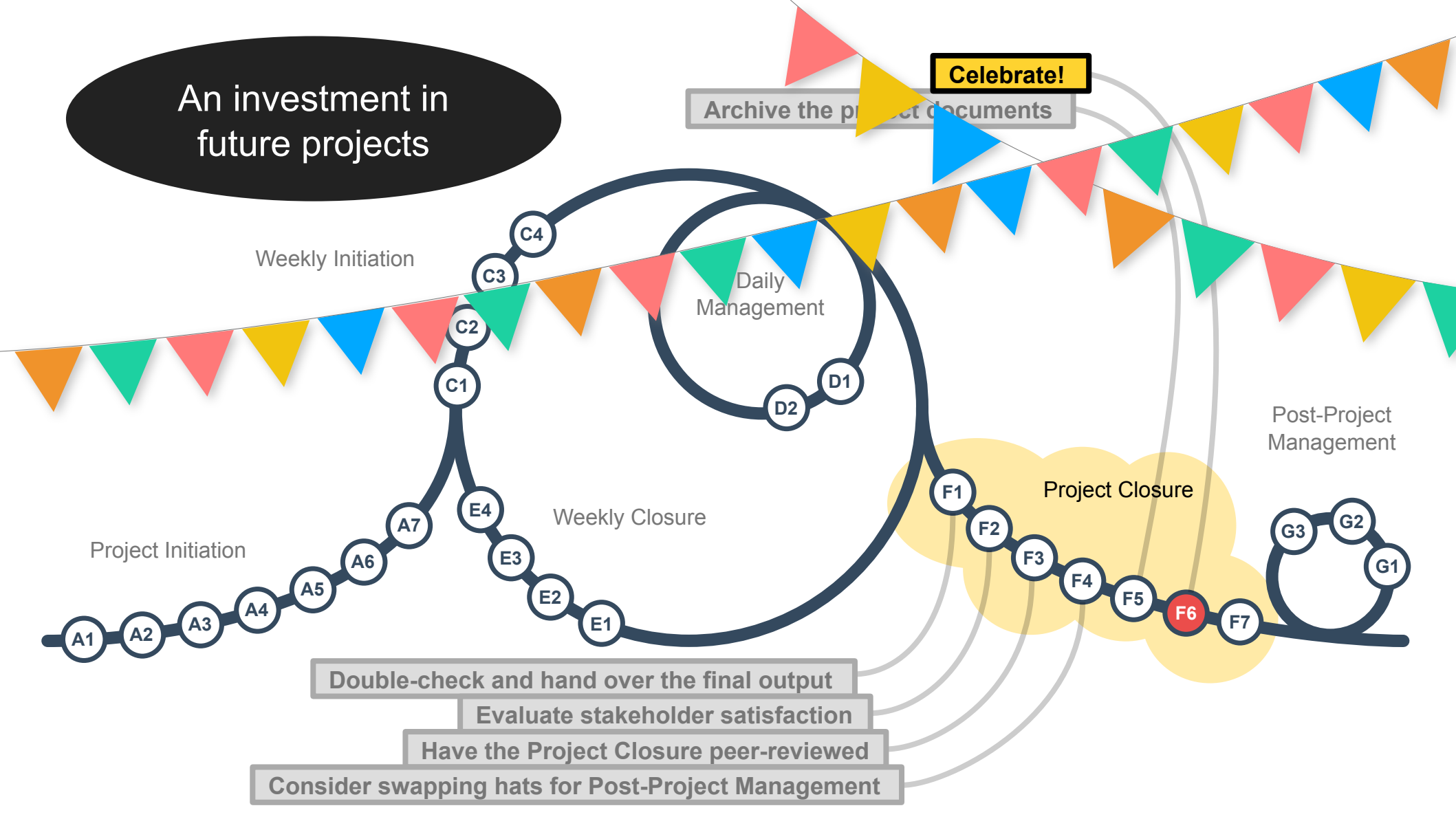


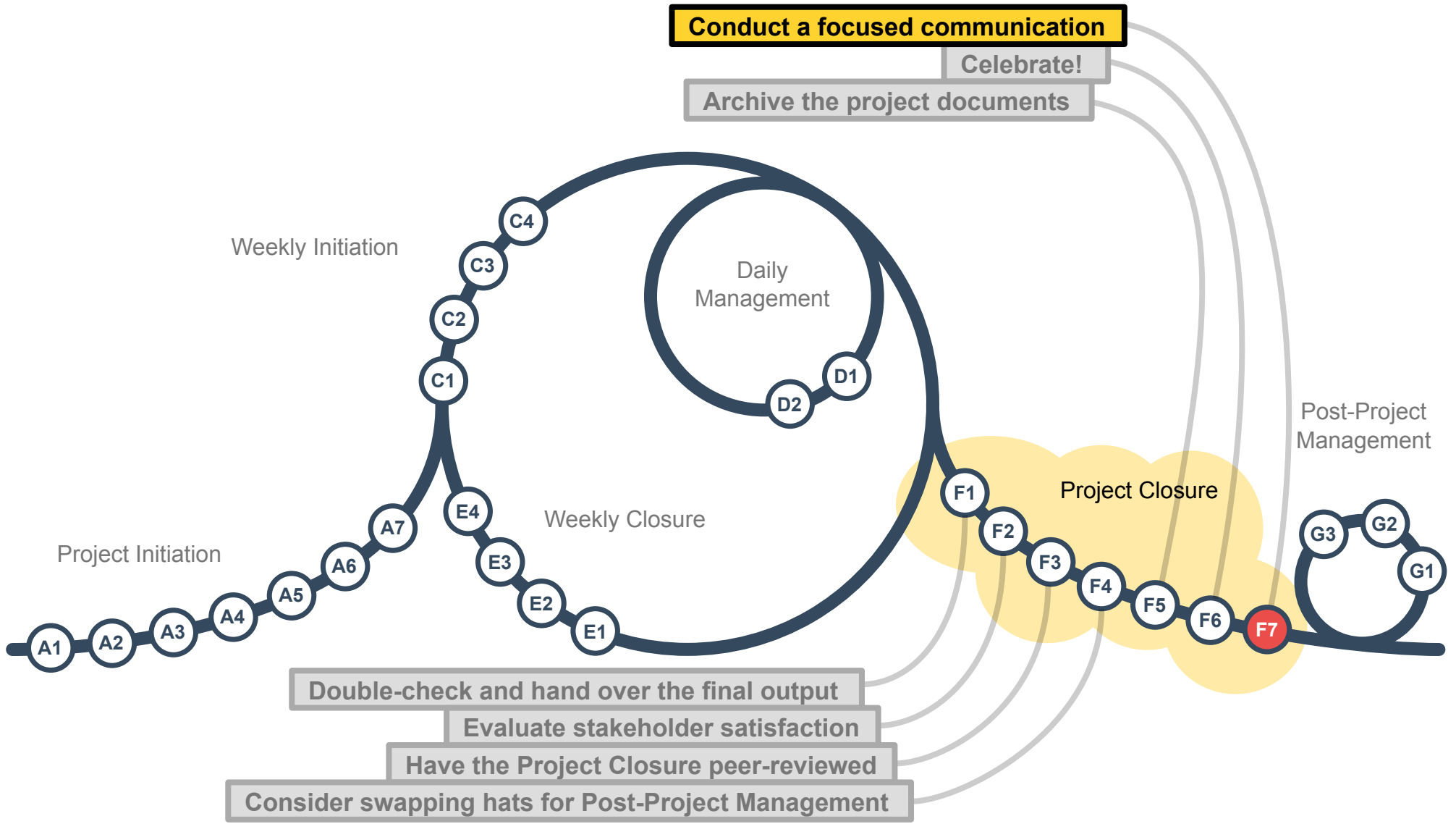




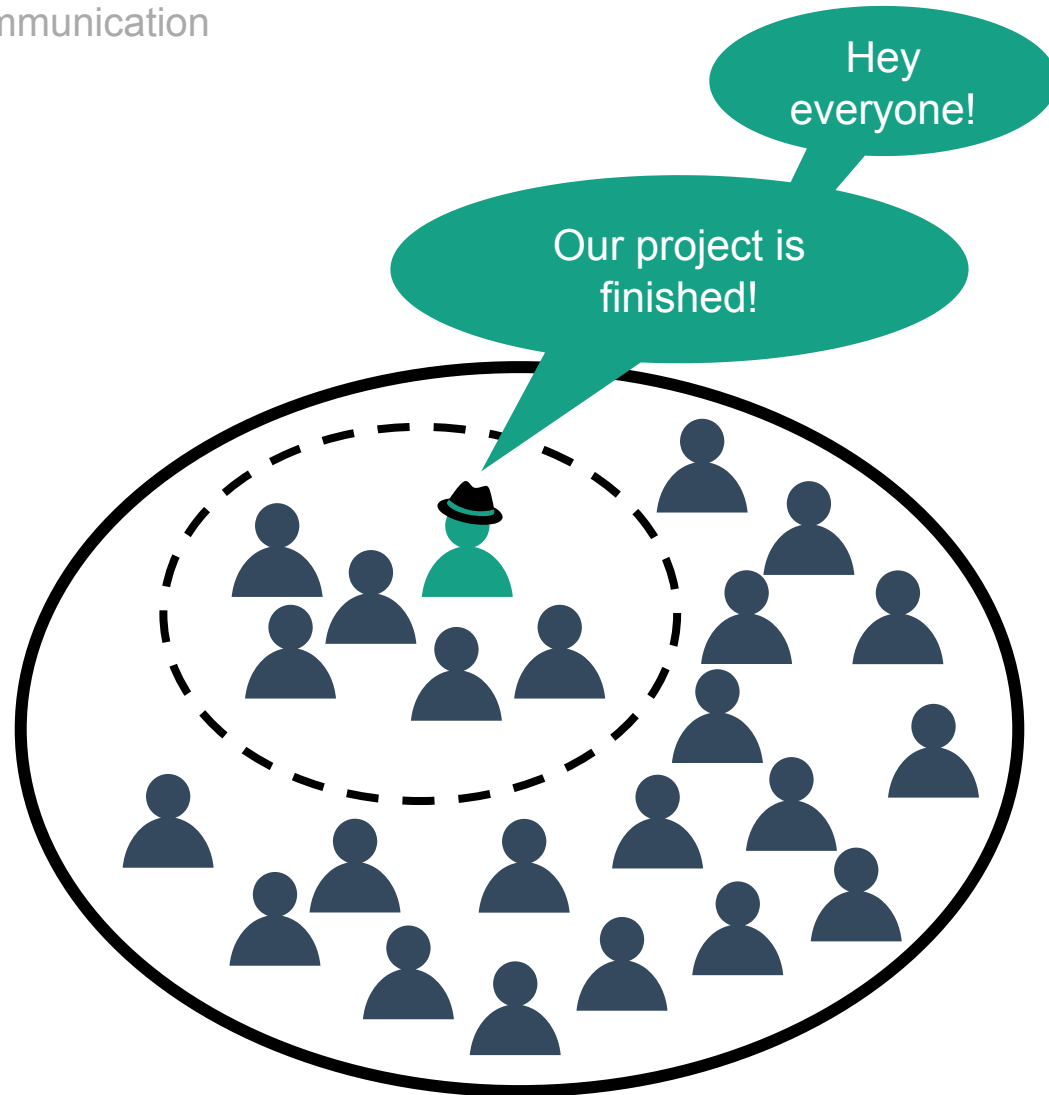


An investment in future projects

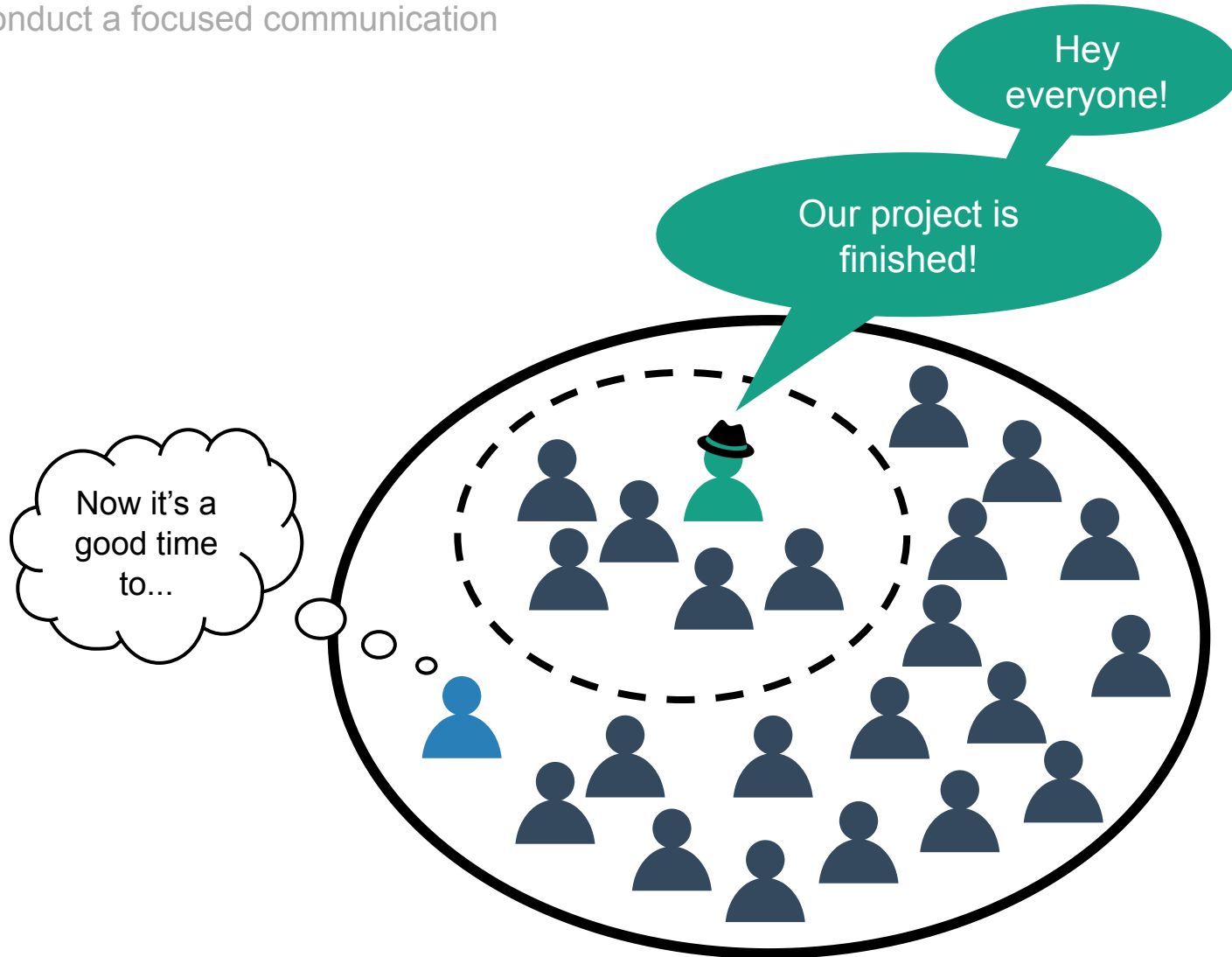


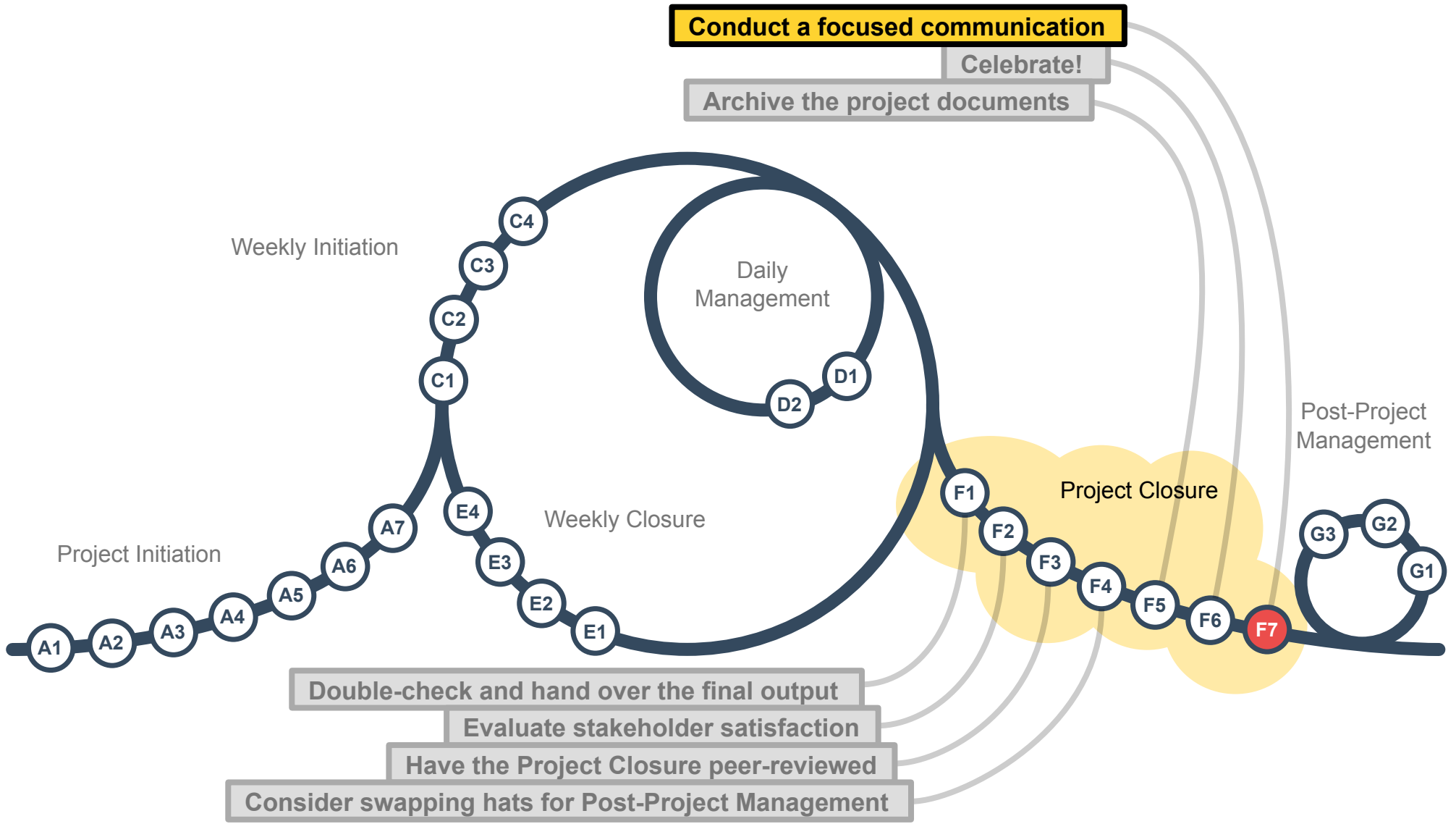


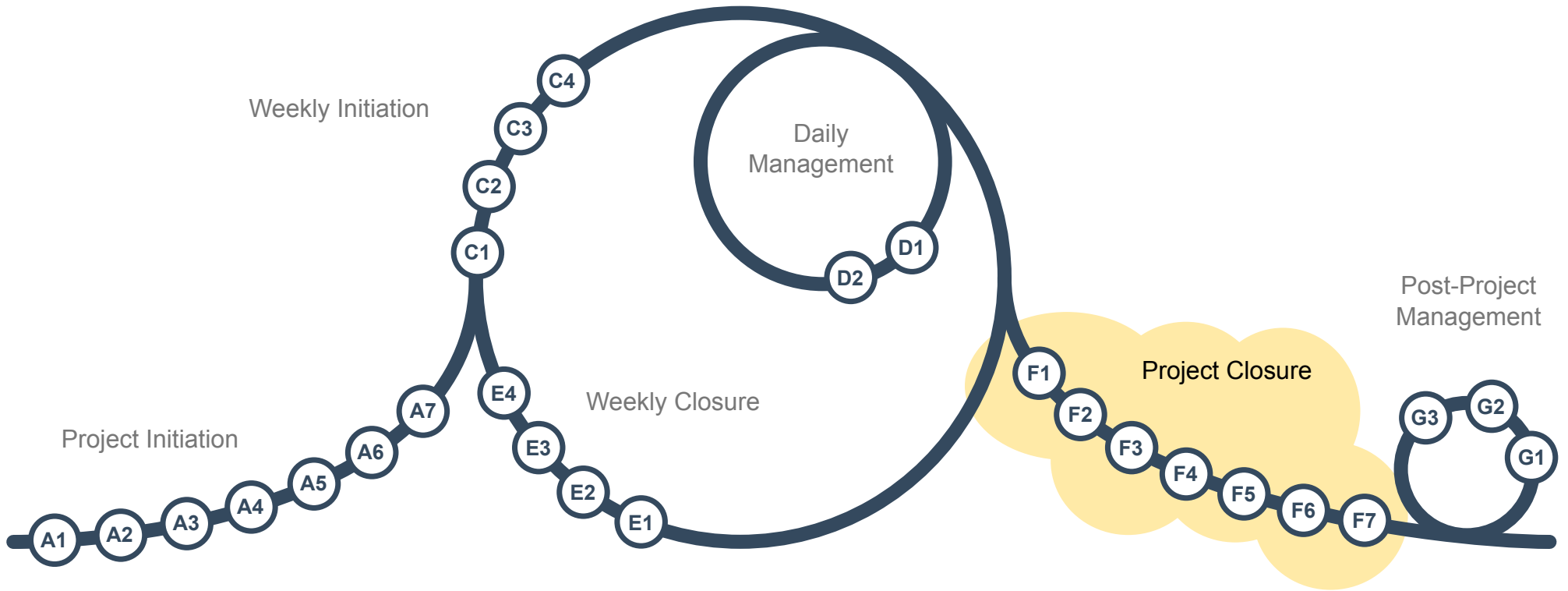
F7 – Conduct a focused communication

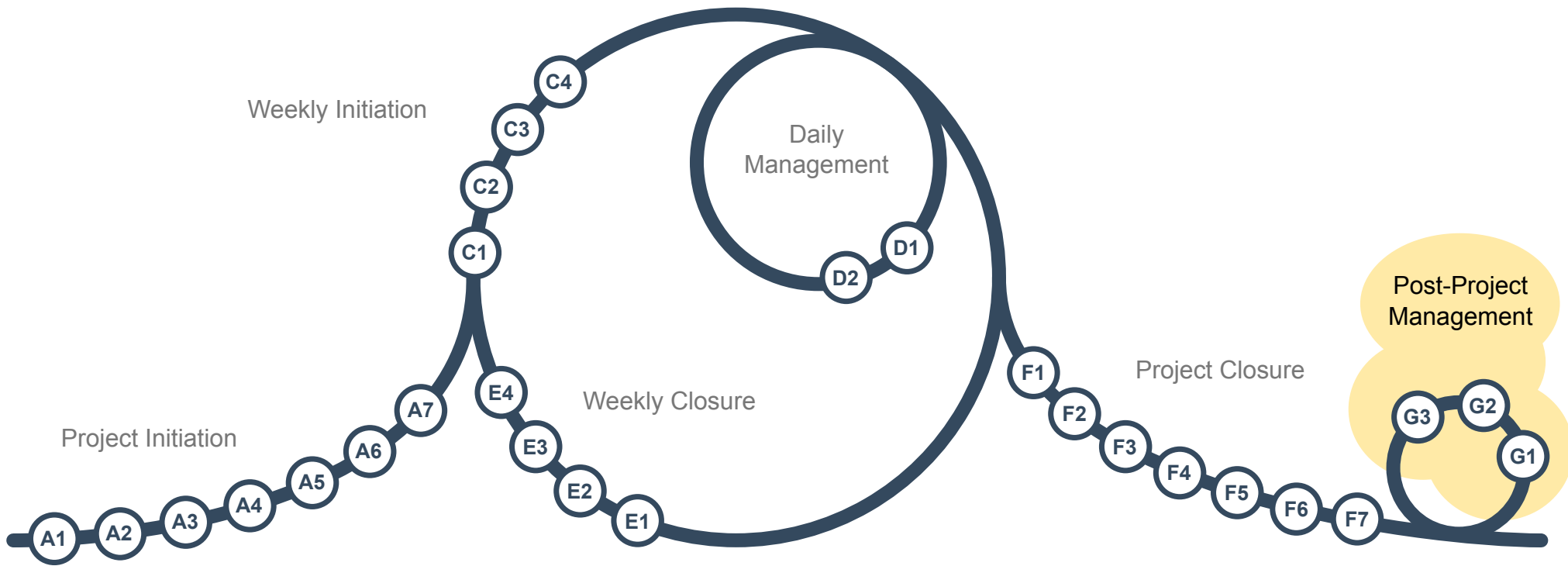


F7 – Conduct a focused communication









Weekly Initiation

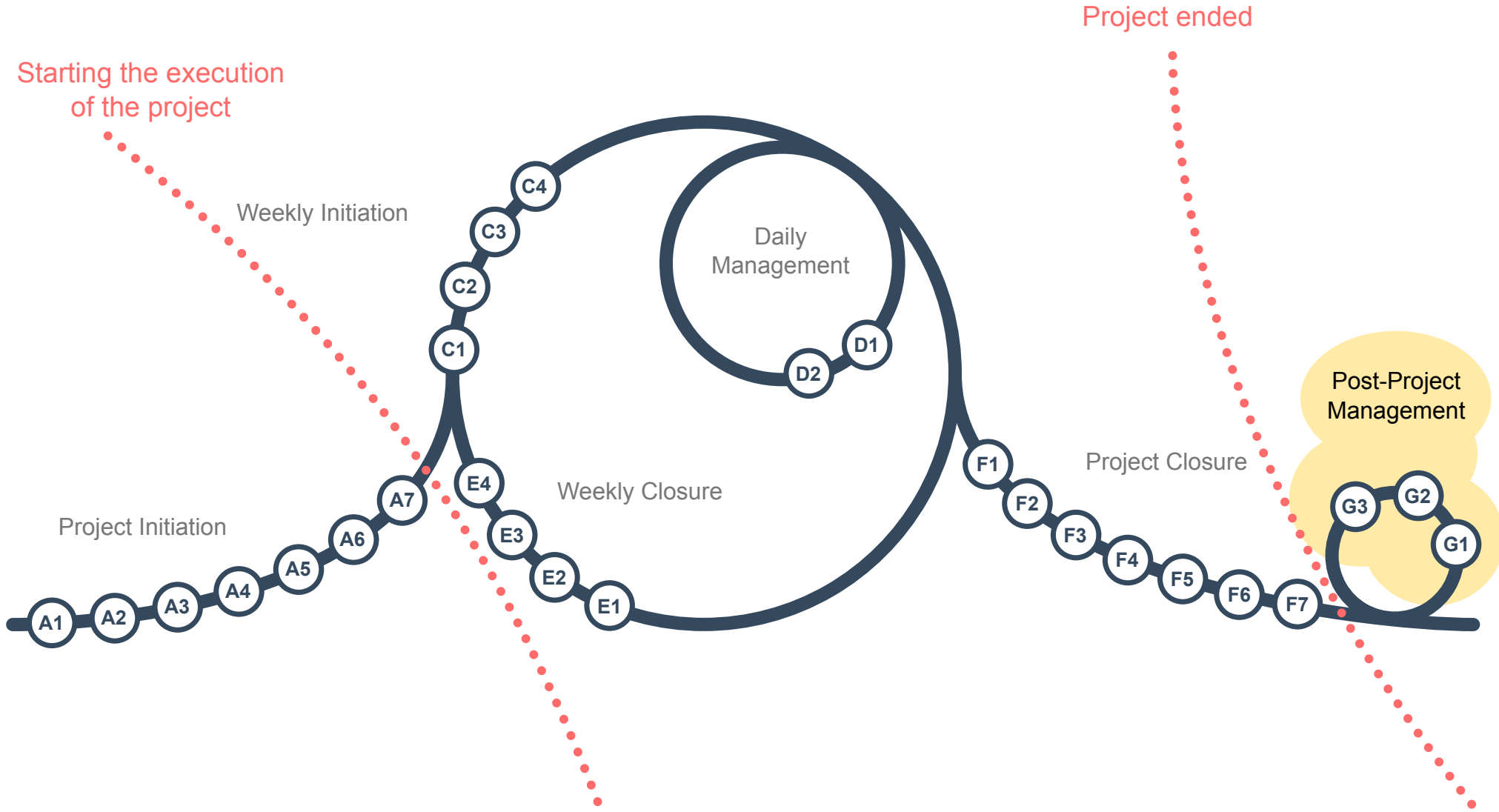
Daily Management

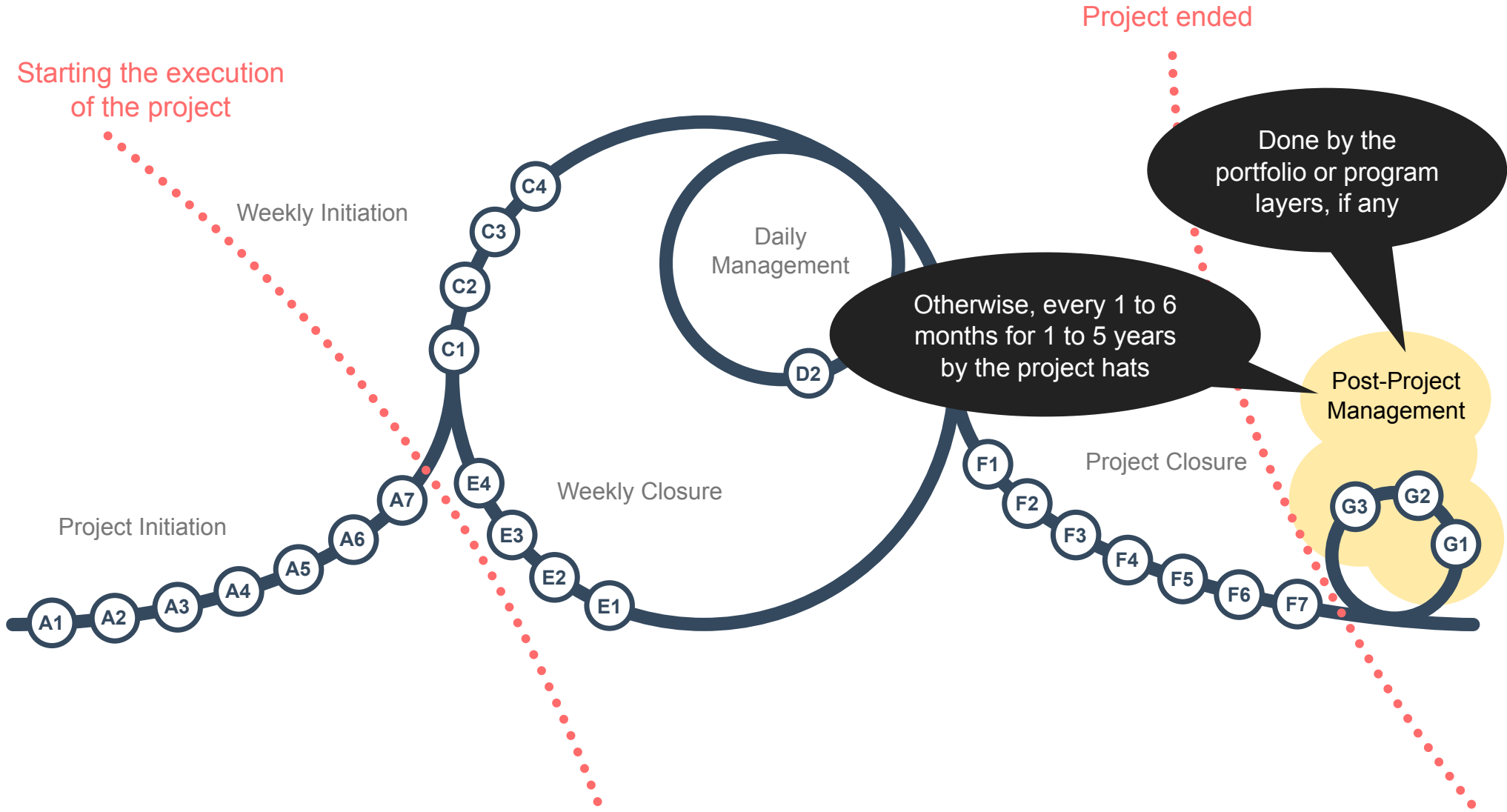
Weekly Closure

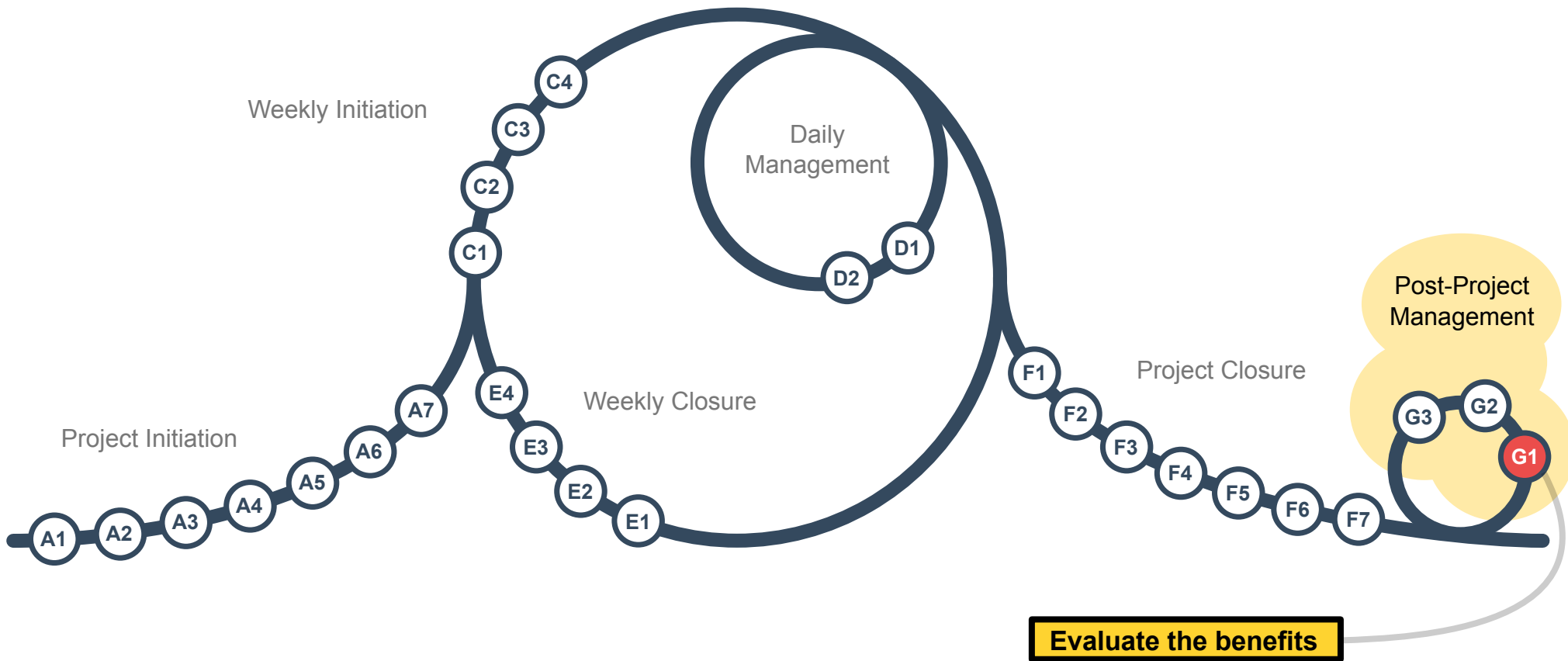
Project Initiation

Project Closure

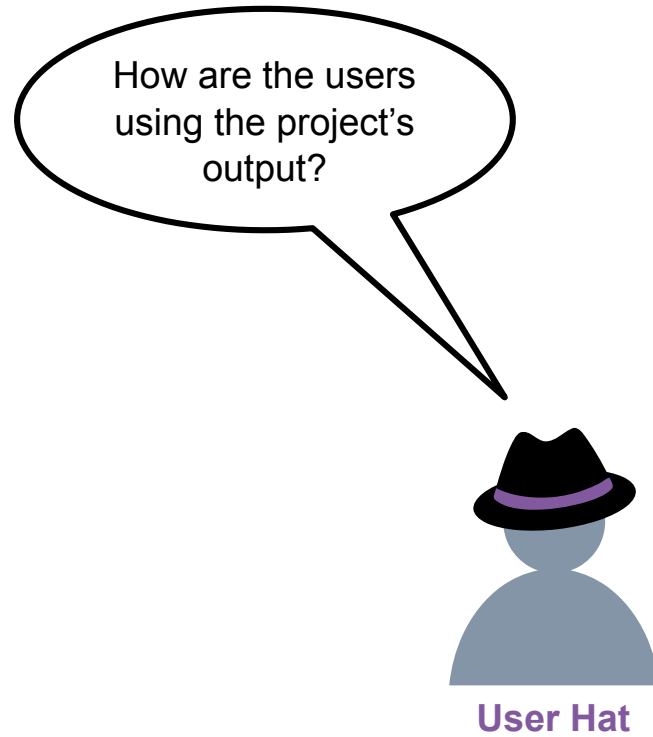
Post-Project Management



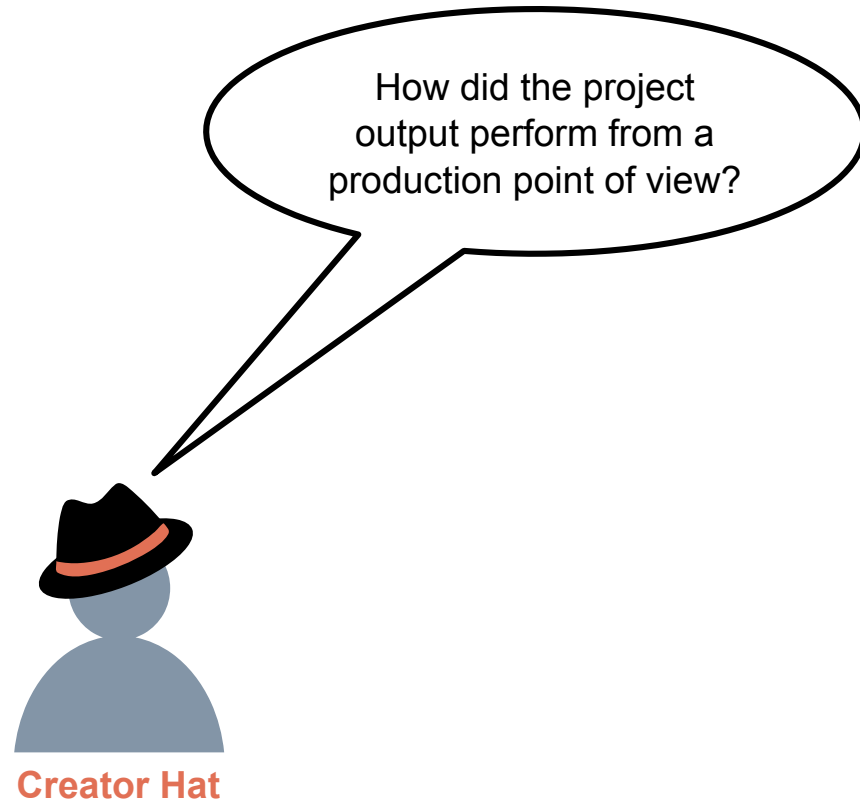




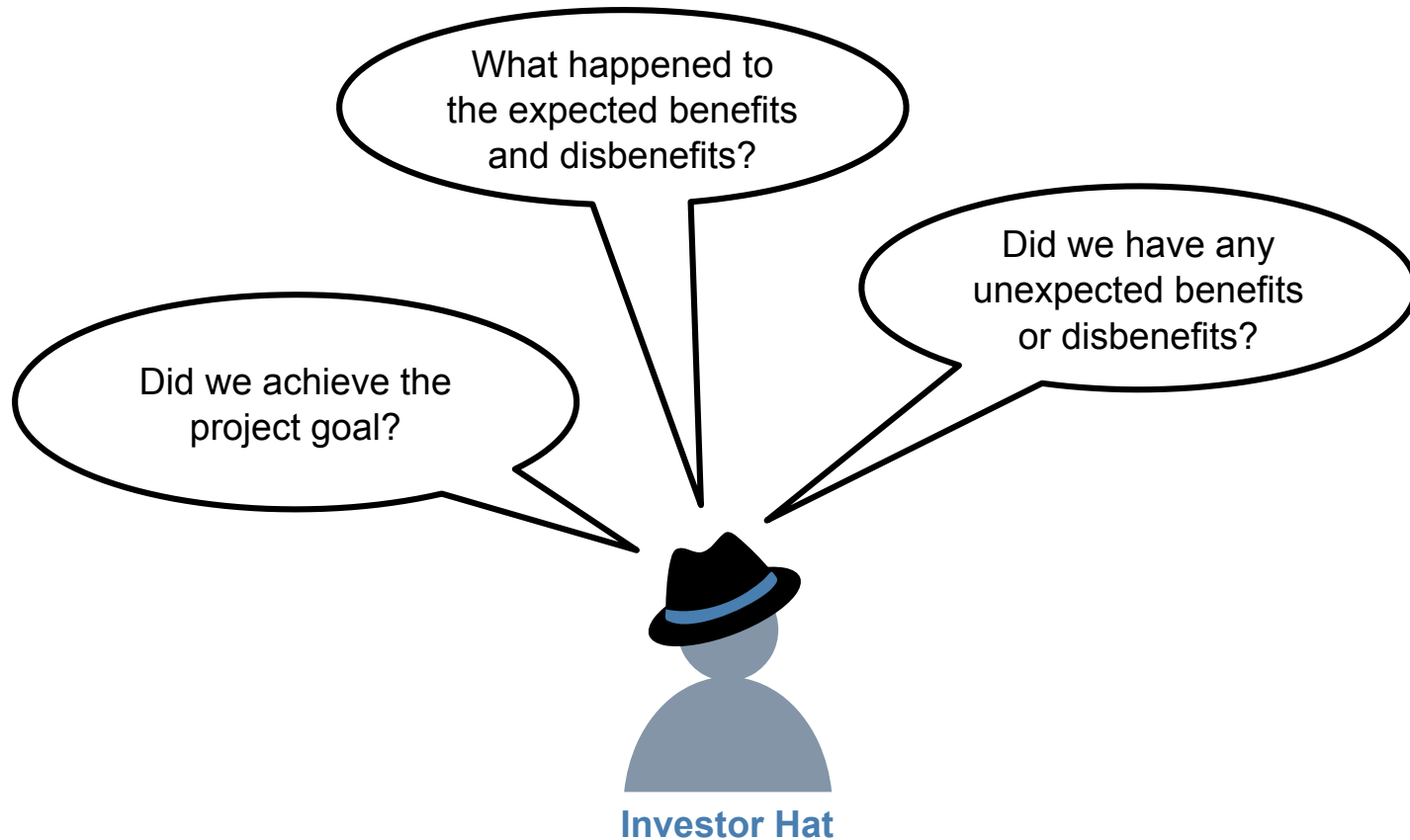
G1 – Evaluate the benefits



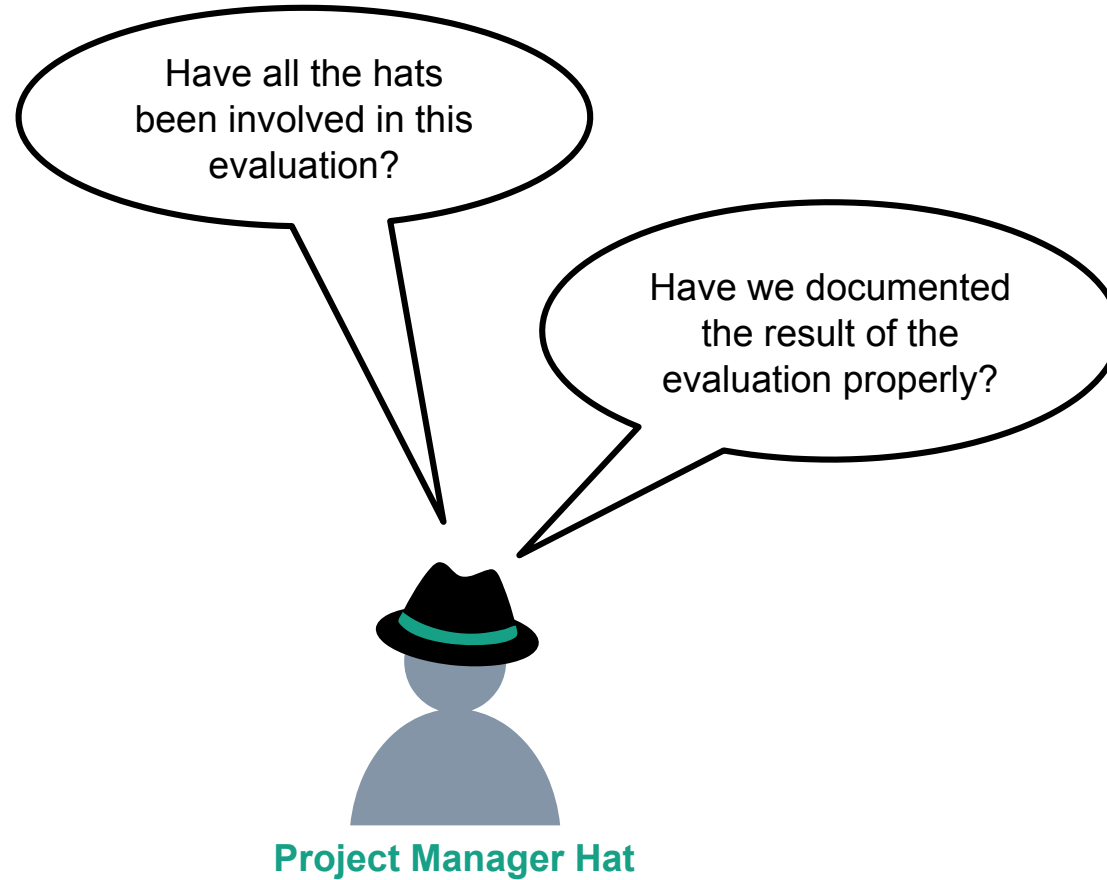
G1 – Evaluate the benefits

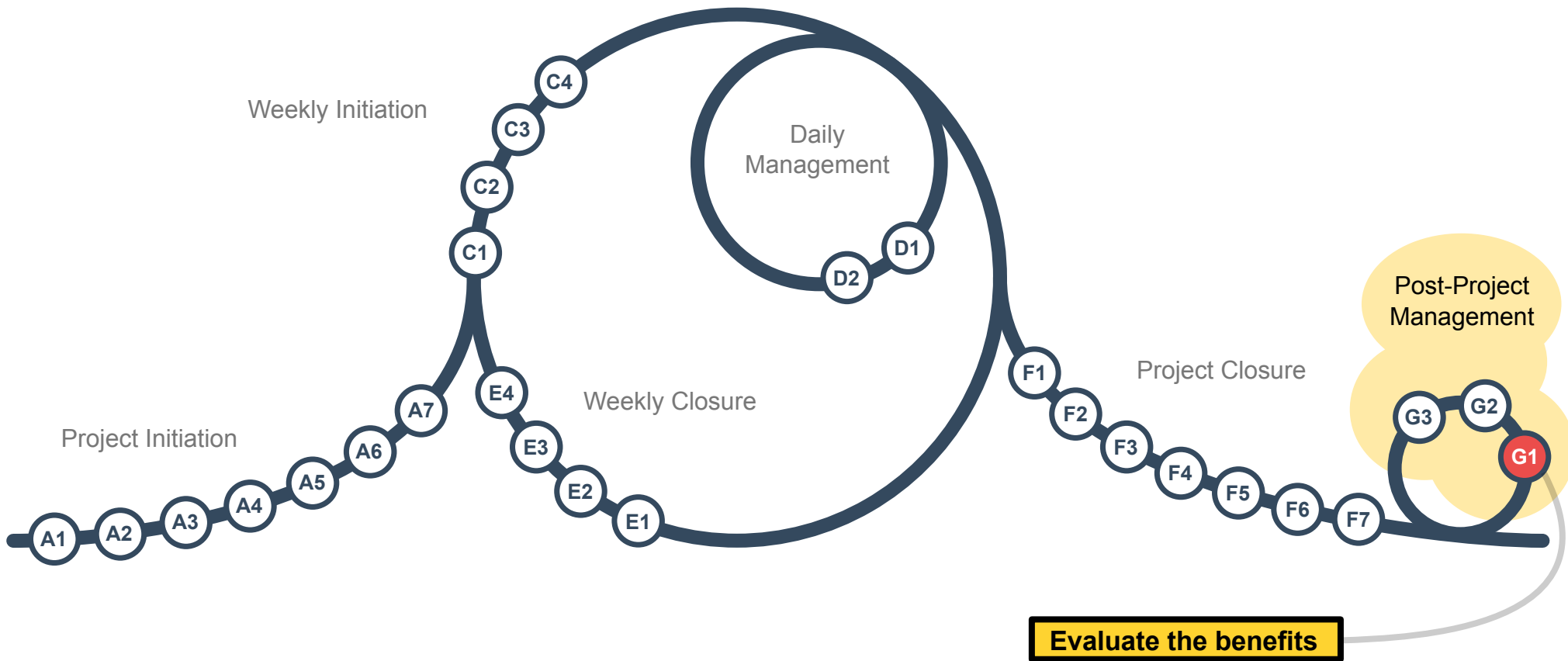


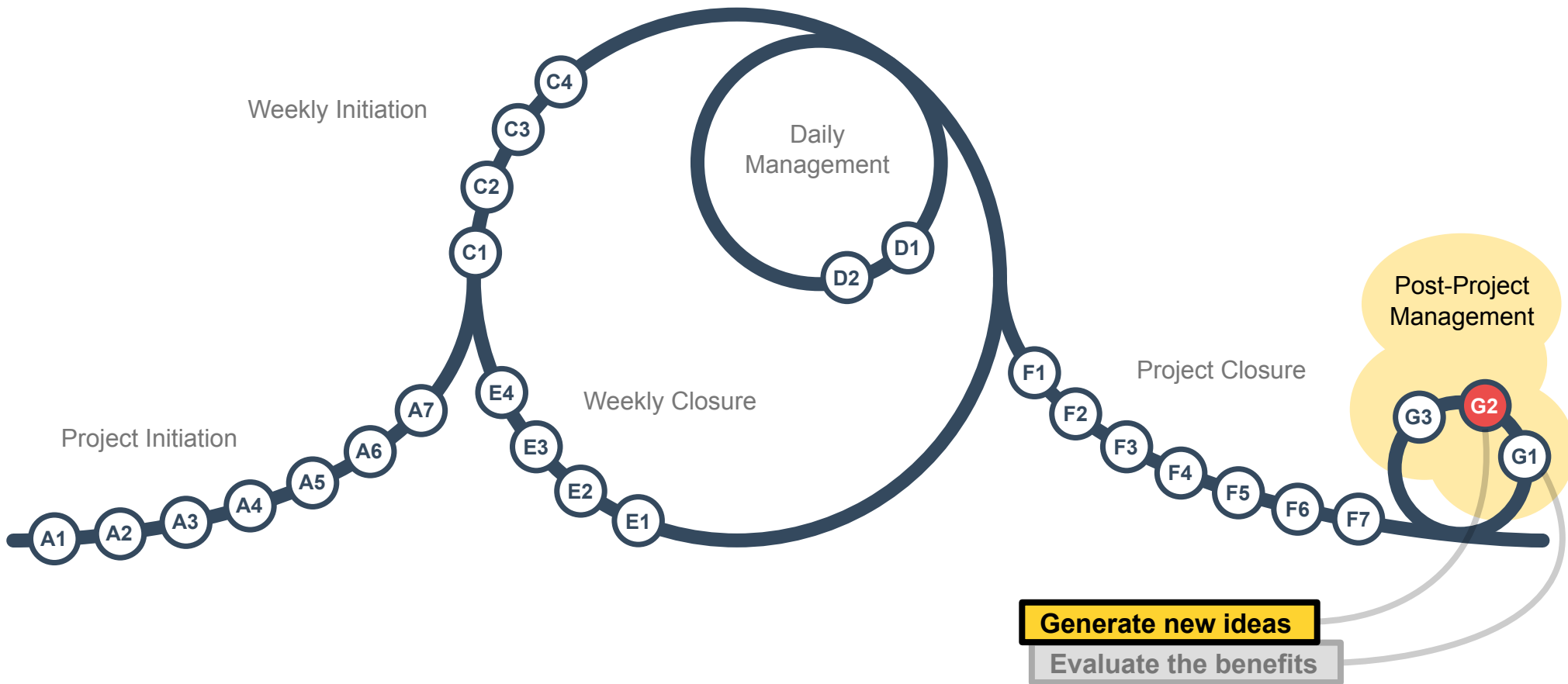
G1 – Evaluate the benefits



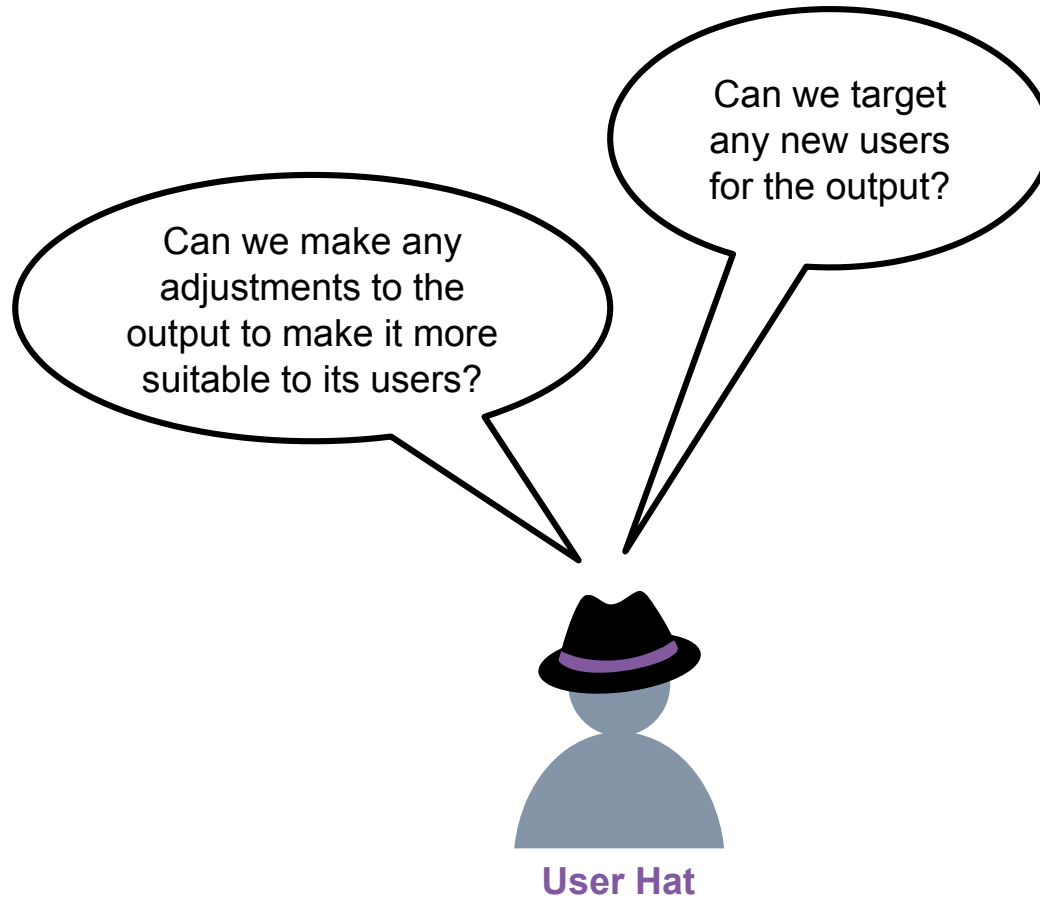
G1 – Evaluate the benefits



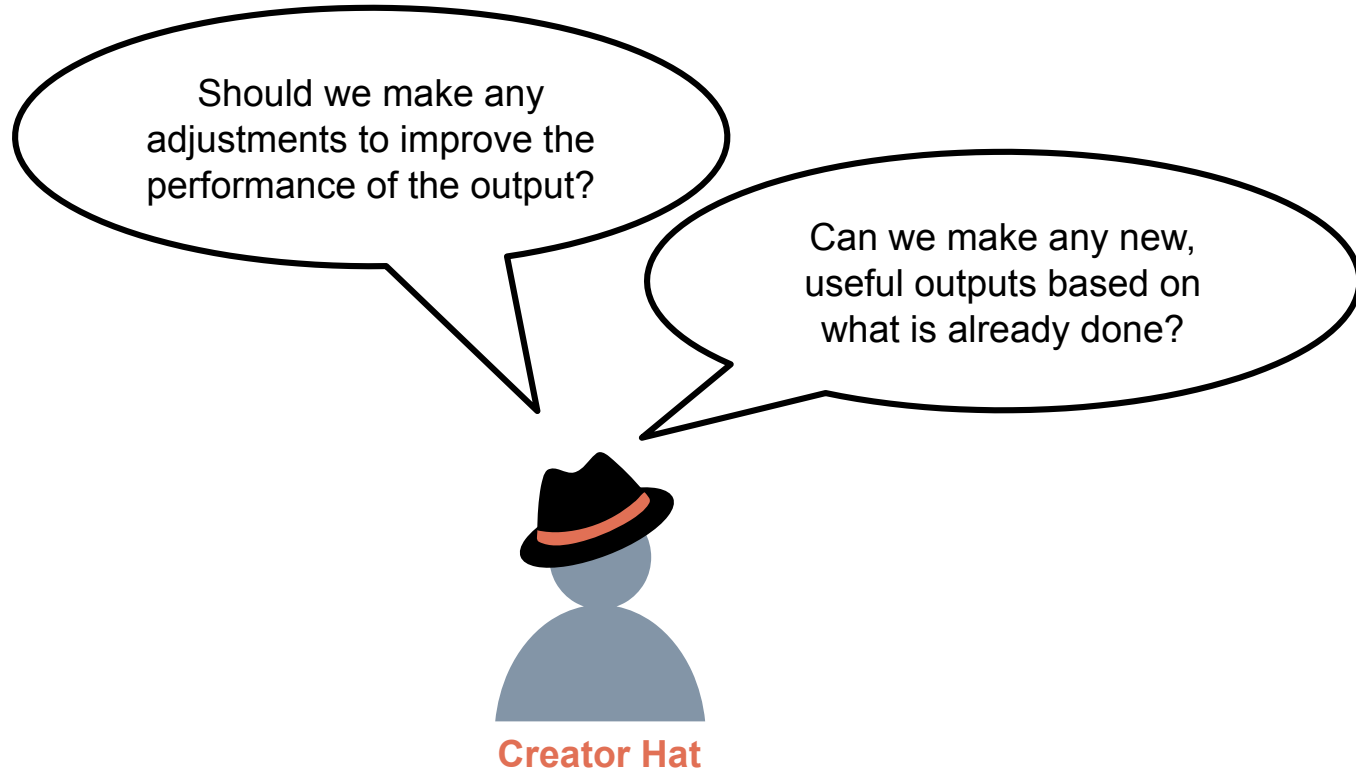




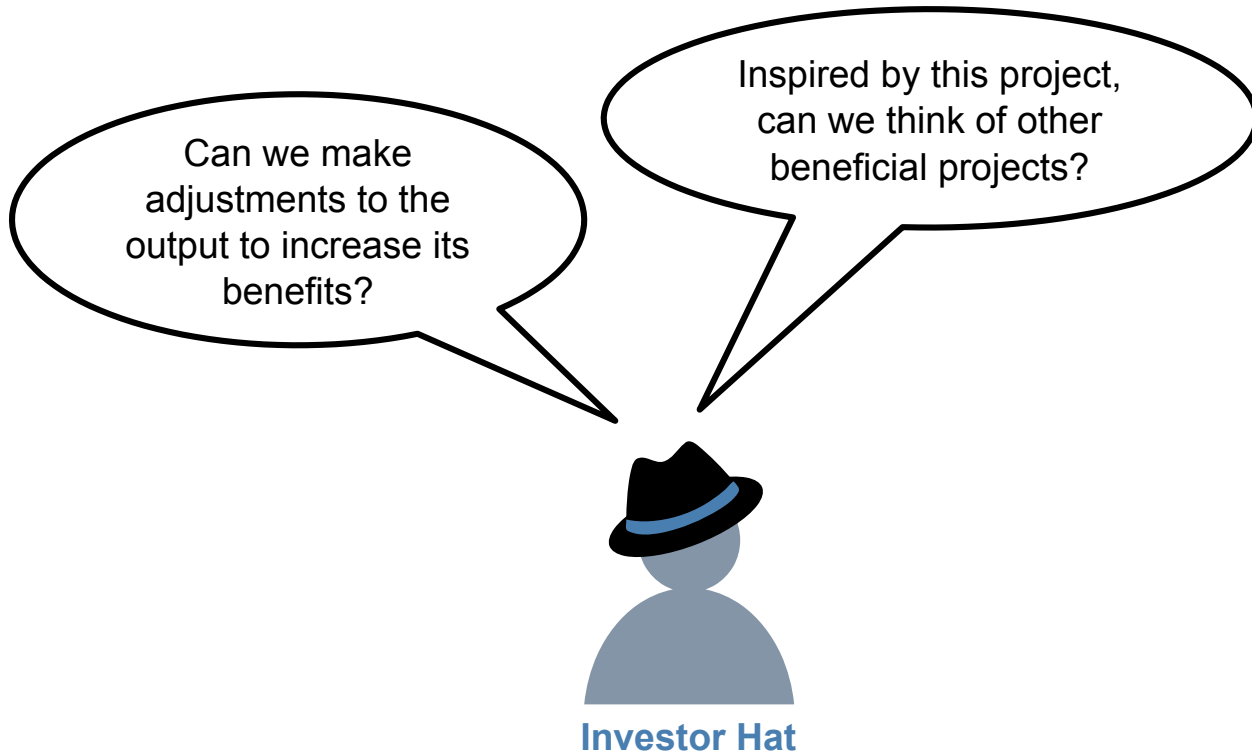
G2 – Generate new ideas

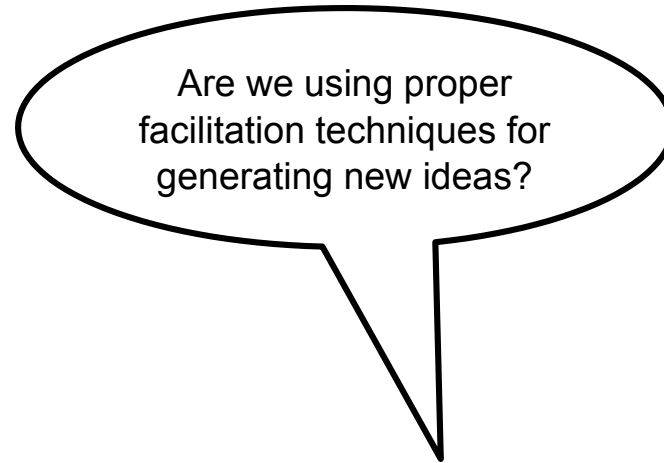


G2 – Generate new ideas

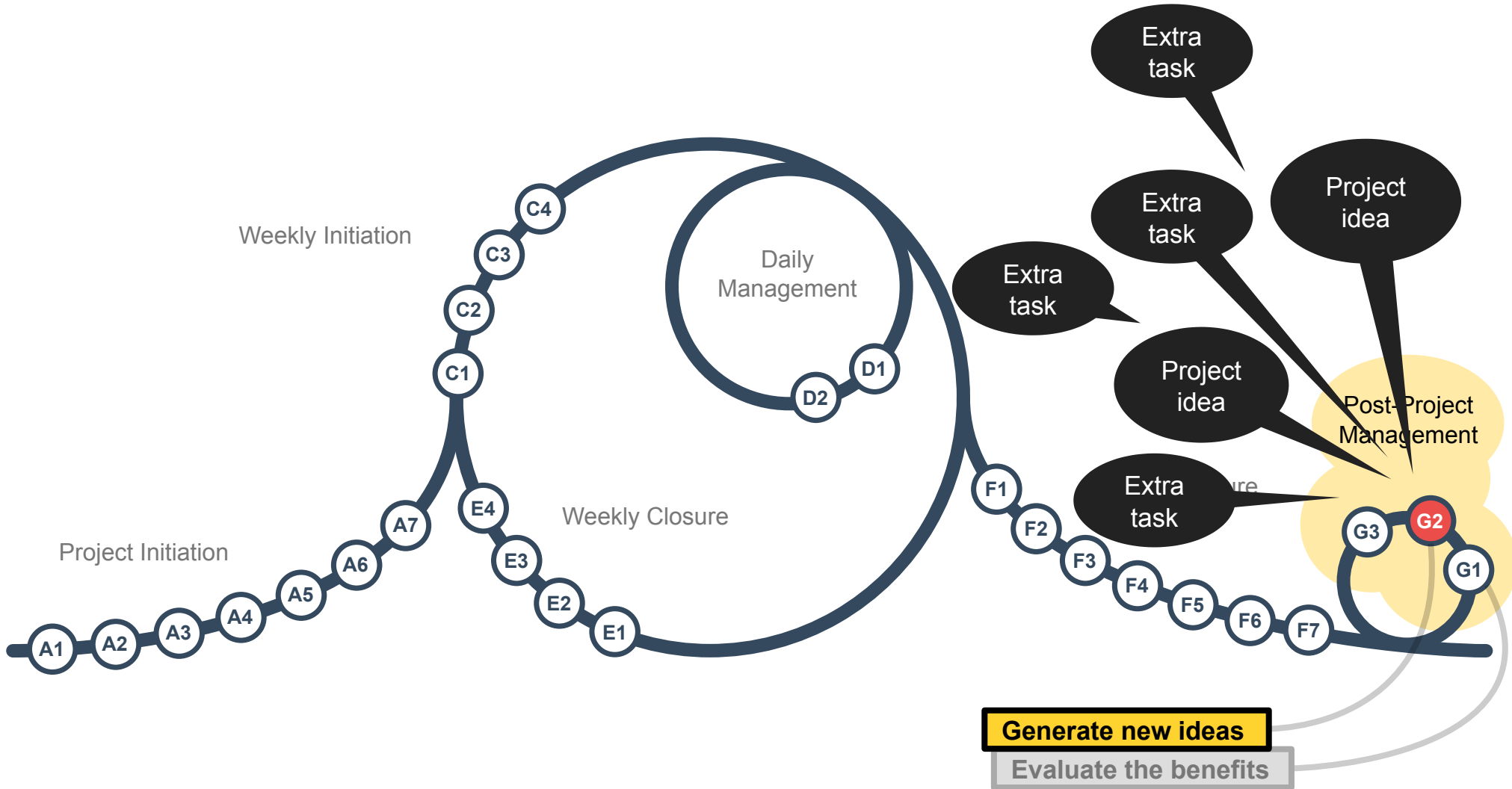


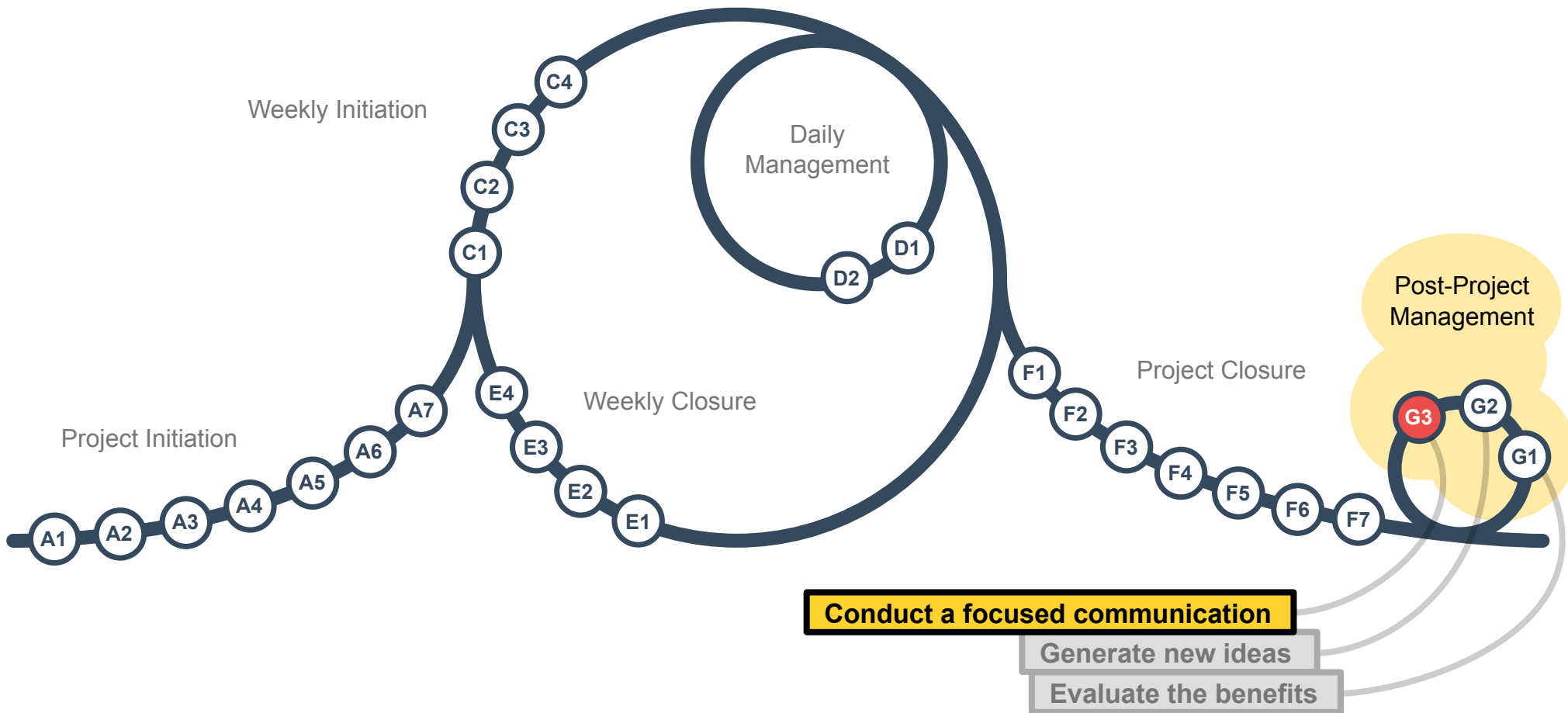
G2 – Generate new ideas





Project Manager Hat

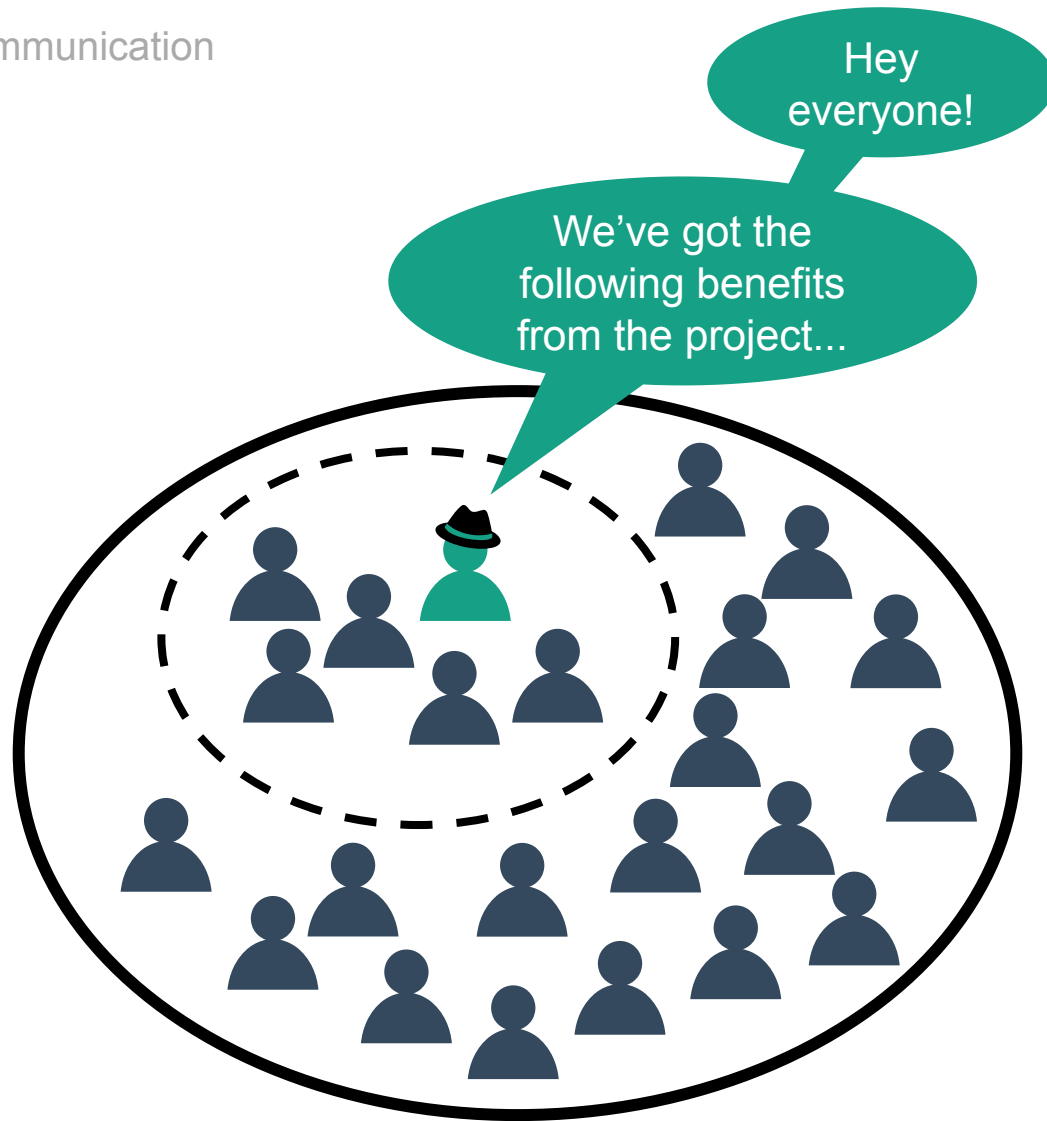




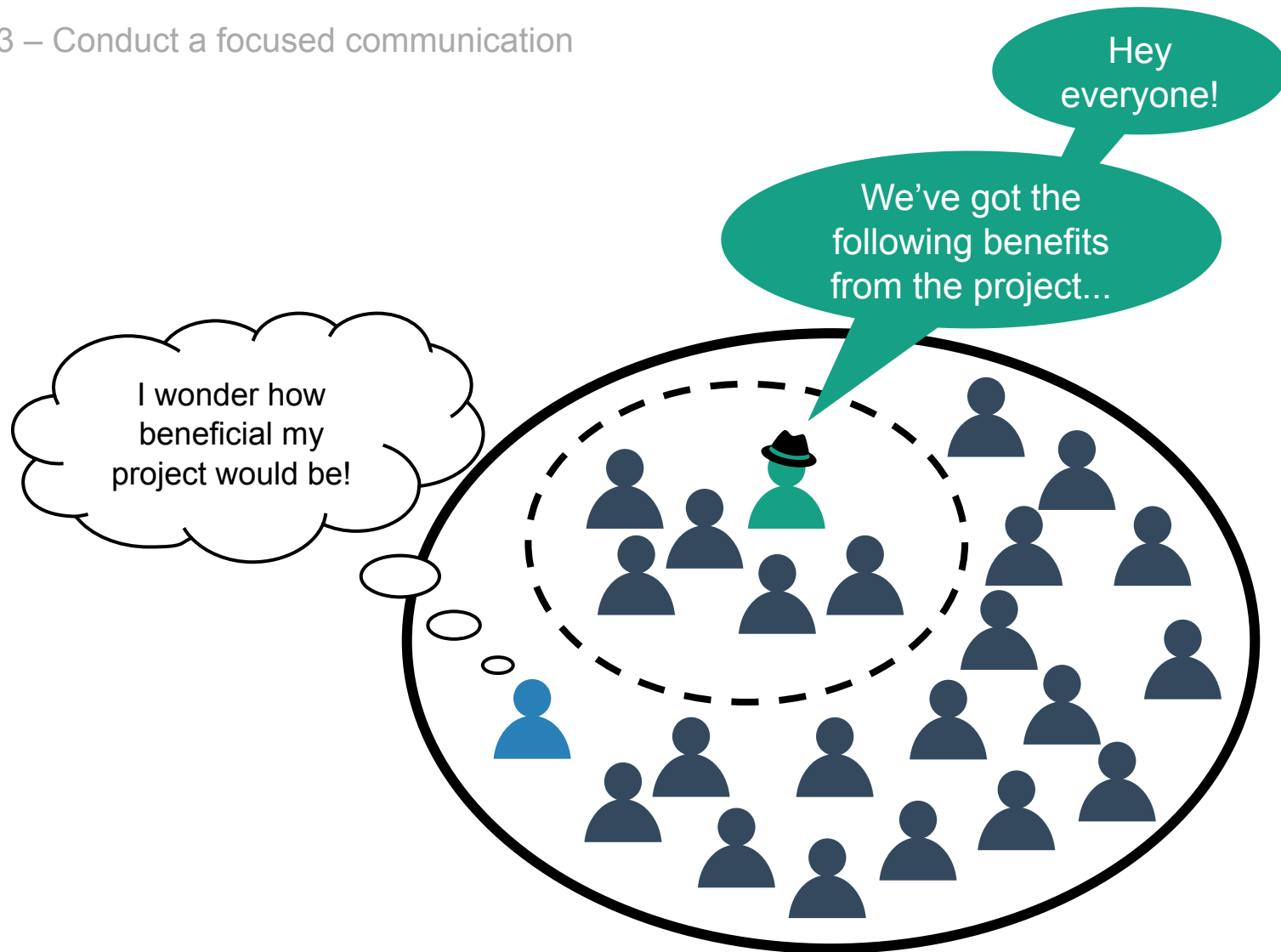
What are the advantages of informing everyone in the organization of the benefits realized from past projects?



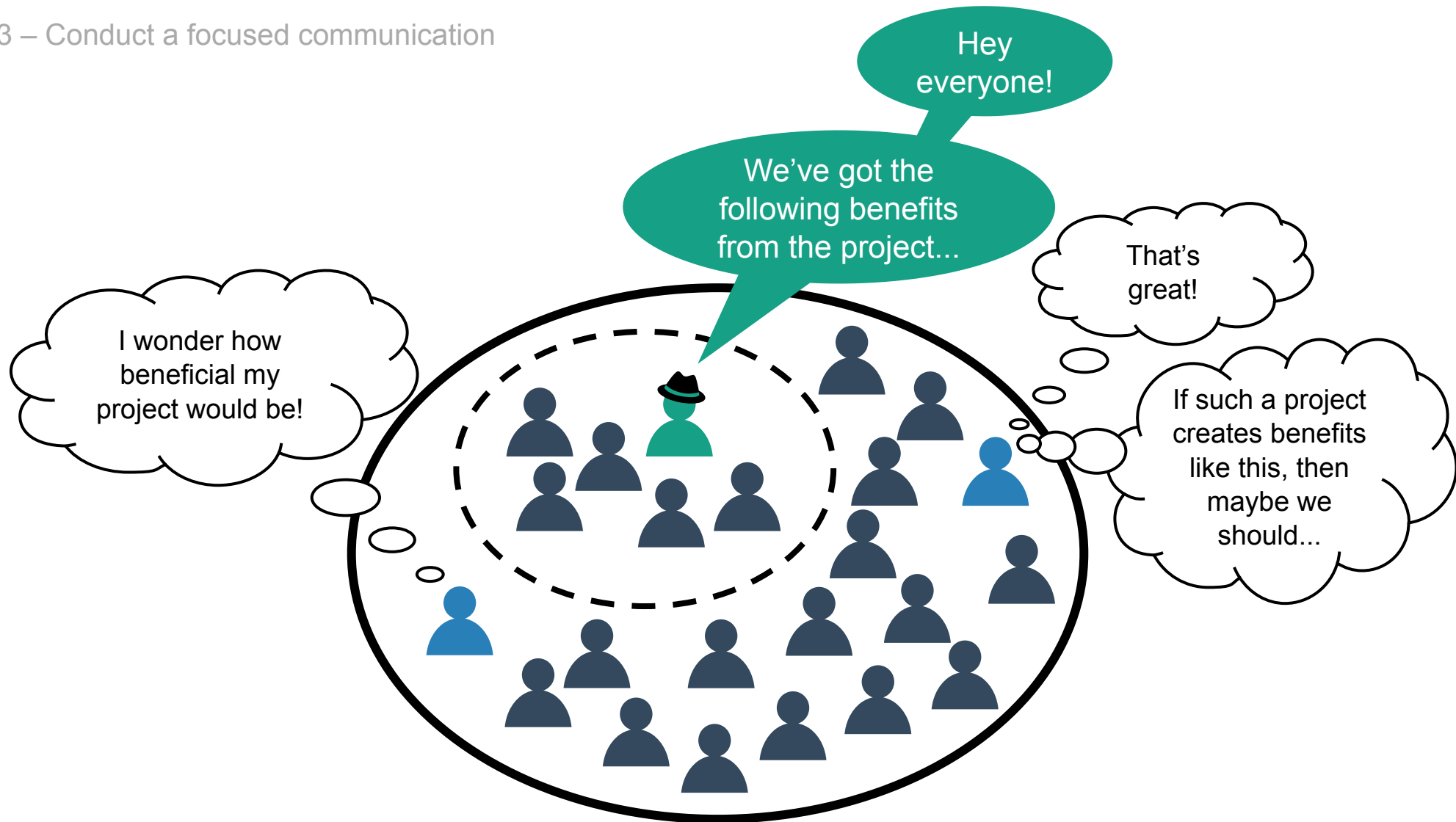
G3 – Conduct a focused communication

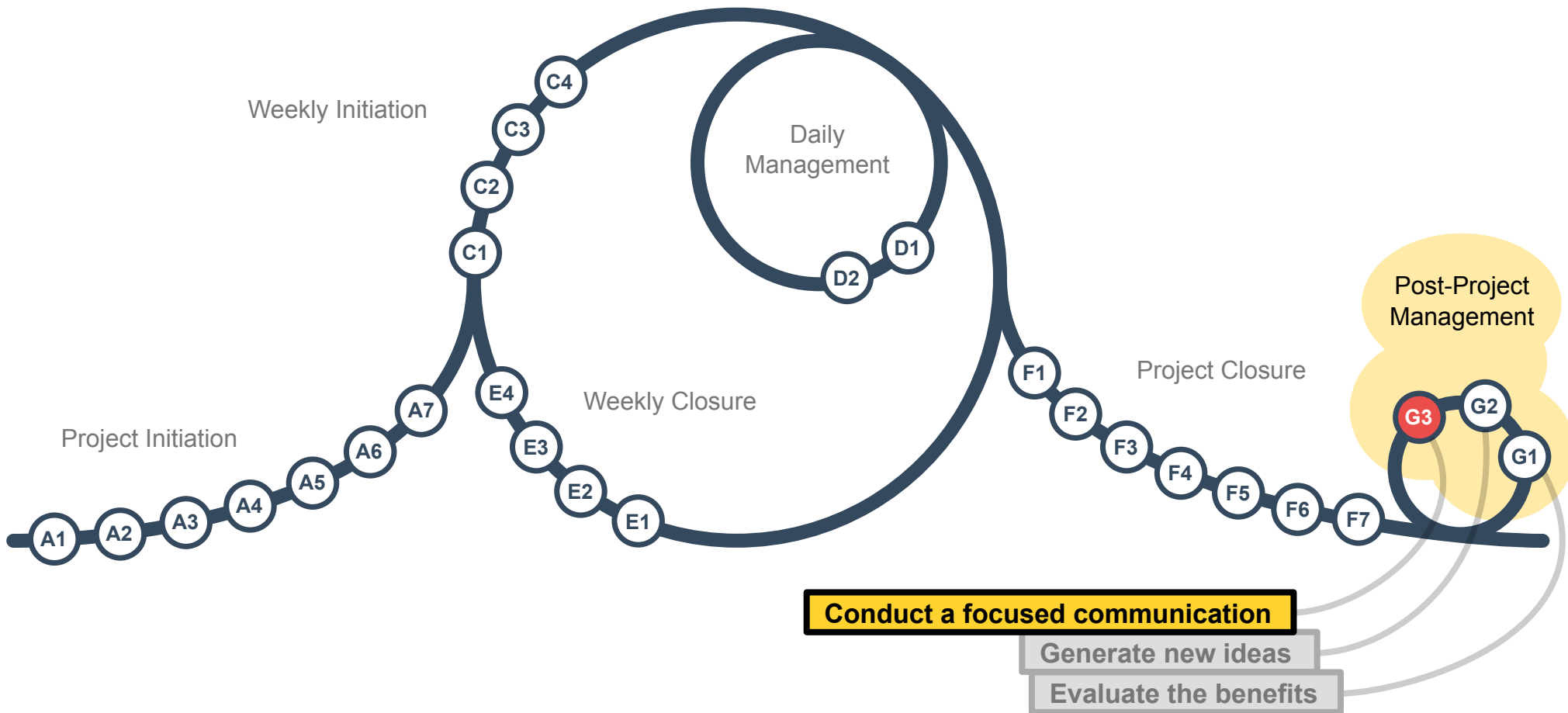


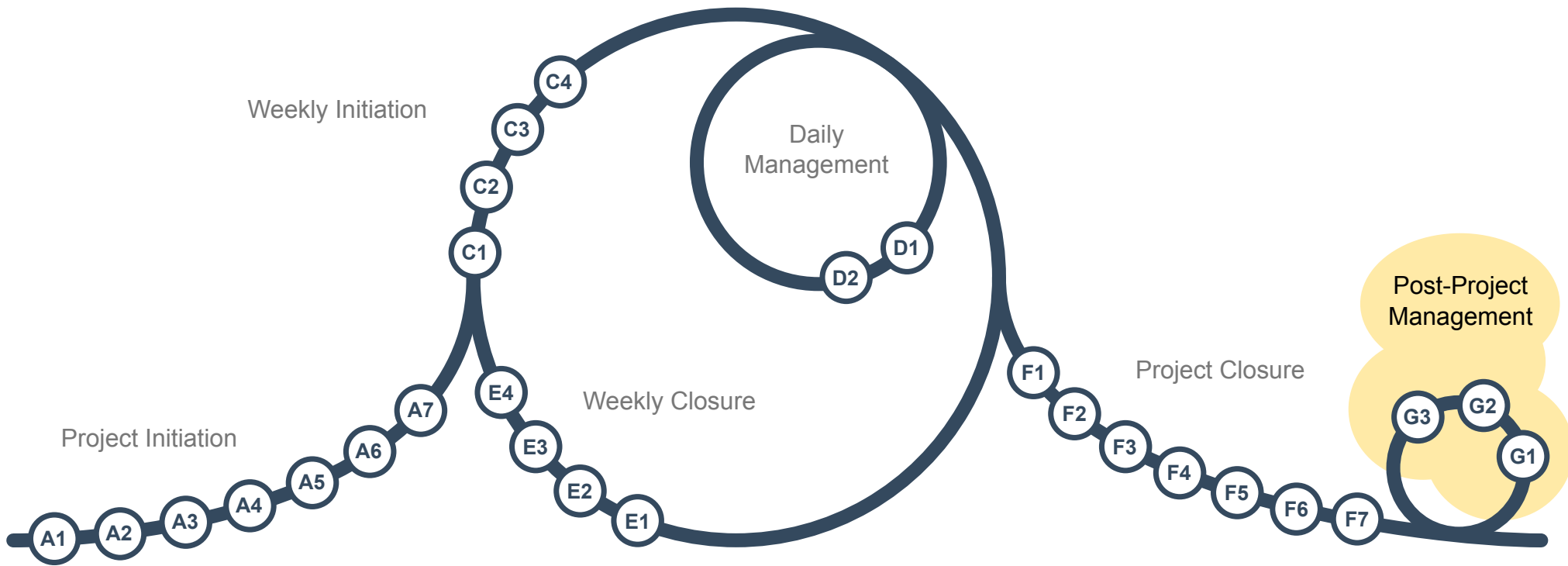
G3 – Conduct a focused communication



G3 – Conduct a focused communication







Weekly Initiation

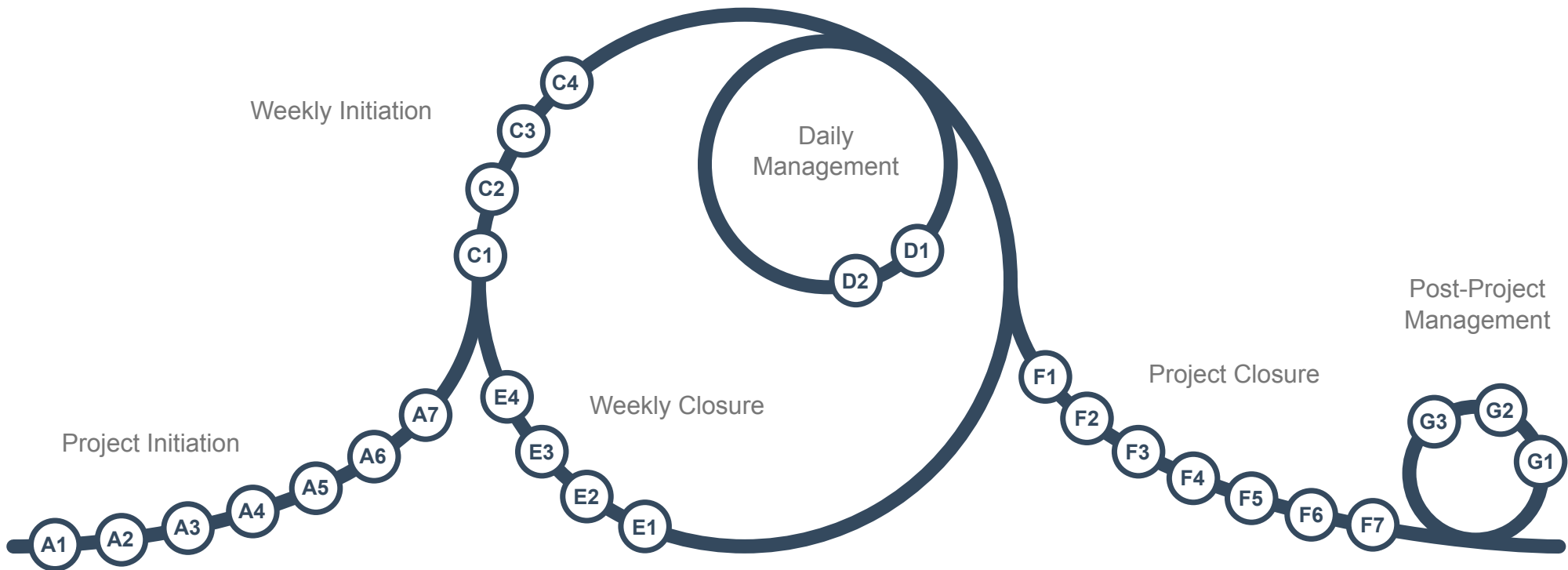
Daily Management

Post-Project Management

Project Initiation

Weekly Closure

Project Closure



① High-level overview

② Full review

 ③ NUPP

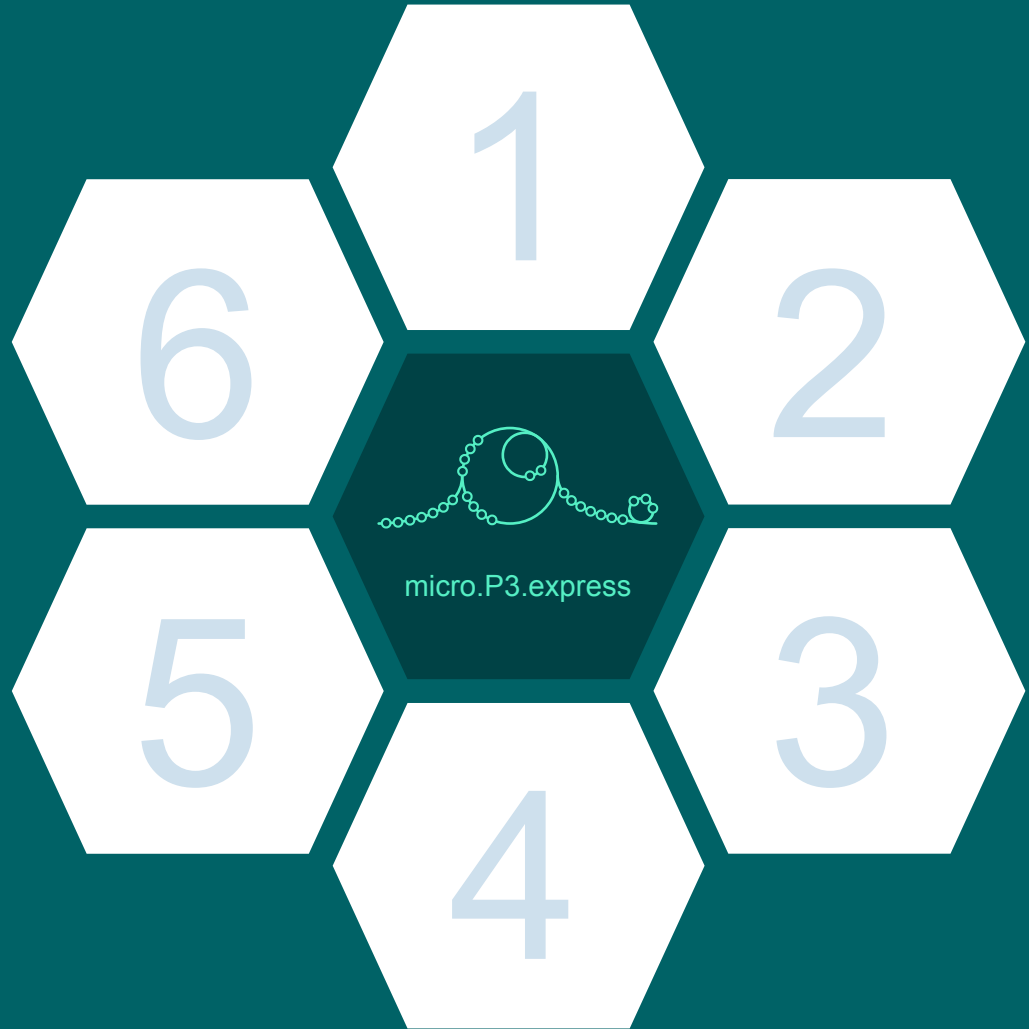
④ Tailoring

⑤ Context

⑥ Certification

NUPP

Nearly Universal Principles of Projects

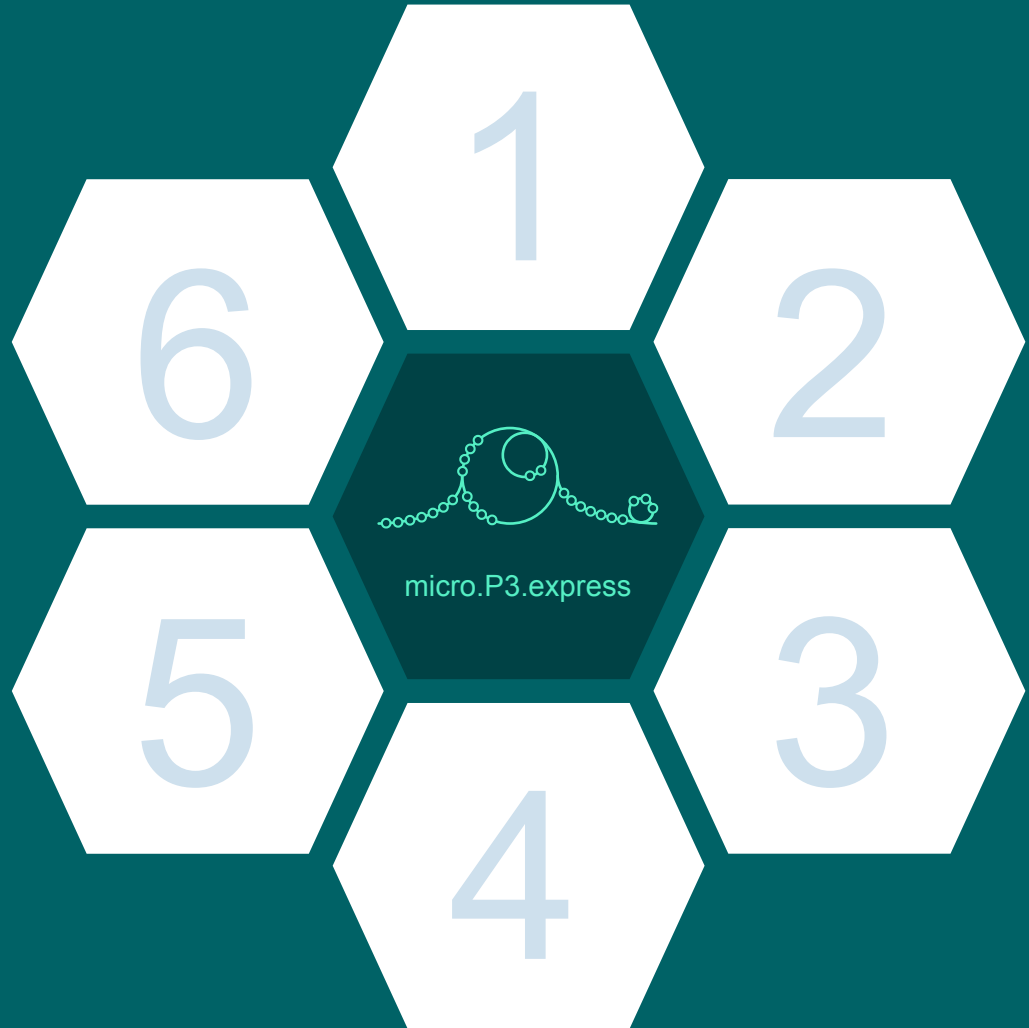


NUPP

Nearly Universal Principles of Projects

Applicable to

- P3.express
- micro.P3.express
- PRINCE2 PjM
- DSDM
- Scrum
- XP
- PM²
- PMBOK Guide
- Etc.



NUPP

Nearly Universal Principles of Projects

Examples:

- “Agile vs. waterfall”
- Continuous learning
- Openness



NUPP

Nearly Universal Principles of Projects

Examples:

- The 80/20 rule
- Decision fatigue
- Etc.



NUPP

Nearly Universal Principles of Projects

Examples:

- Risk management
- Critical thinking
- Etc.



NUPP

Nearly Universal Principles of Projects

Examples:

- Deadlines
- Cherry picking
- Etc.



NUPP

Nearly Universal Principles of Projects

Examples:

- “Business case”
- Simplicity
- Tailoring
- Etc.

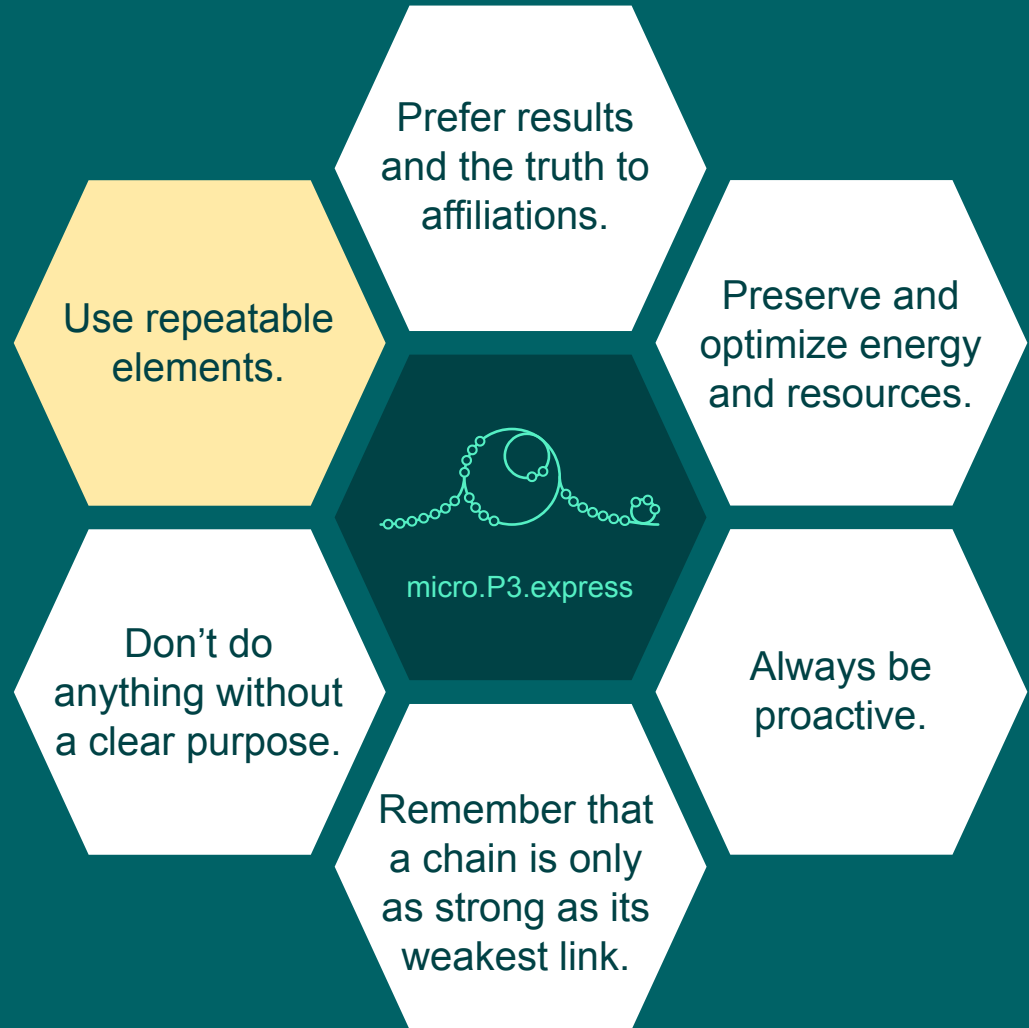


NUPP

Nearly Universal Principles of Projects

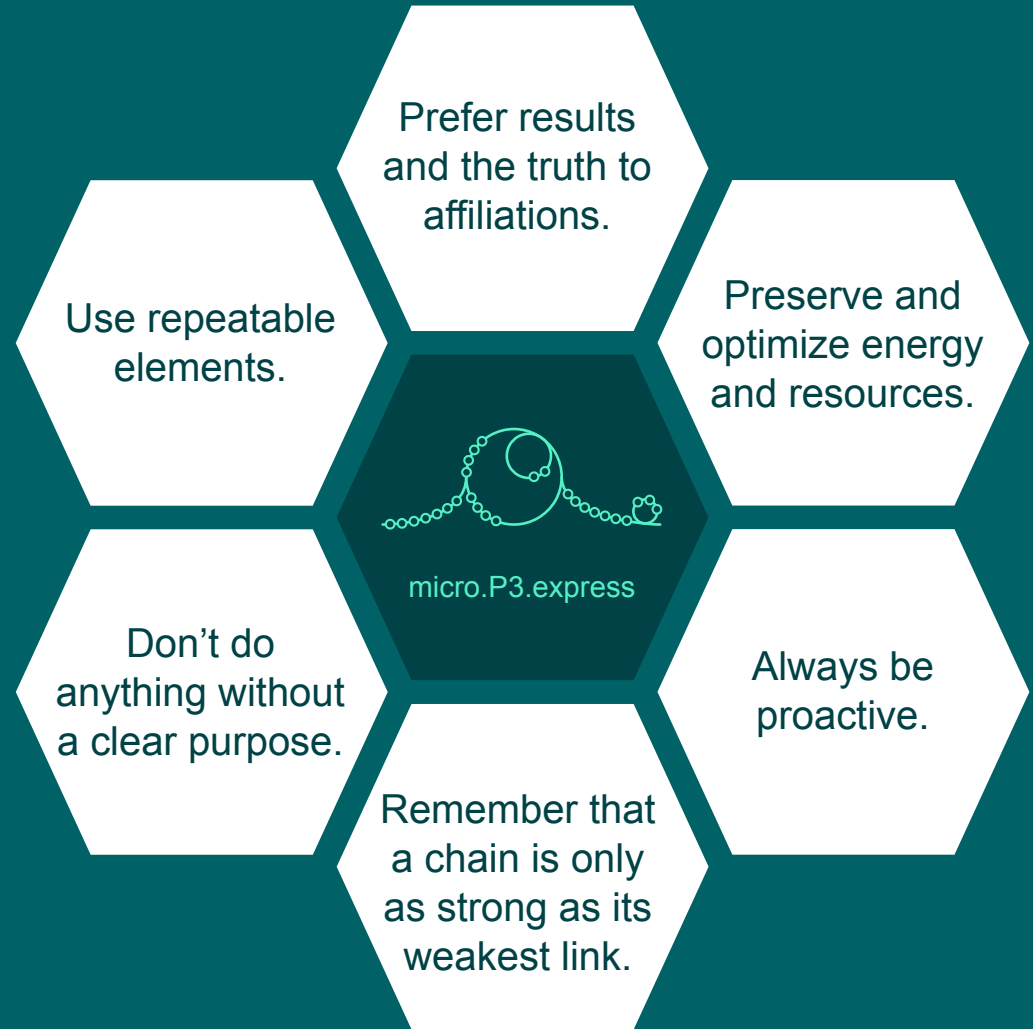
Examples:

- Checklists
- Cycles
- Methods
- Etc.



NUPP

Nearly Universal Principles of Projects



① High-level overview

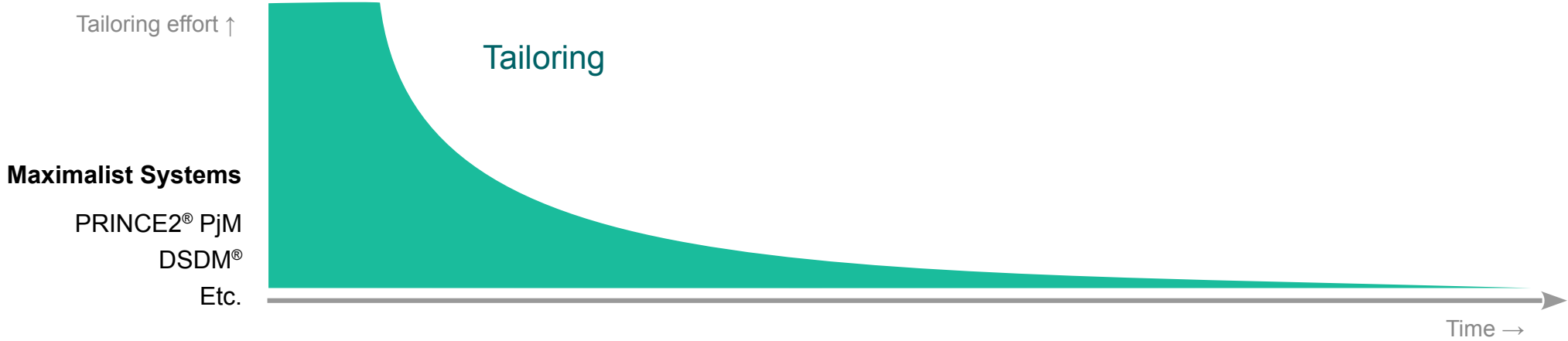
② Full review

③ NUPP

 ④ Tailoring

⑤ Context

⑥ Certification



Upfront
Tailoring

Continuous
Tailoring

Minimalist Systems

P3.express
micro.P3.express
Etc.



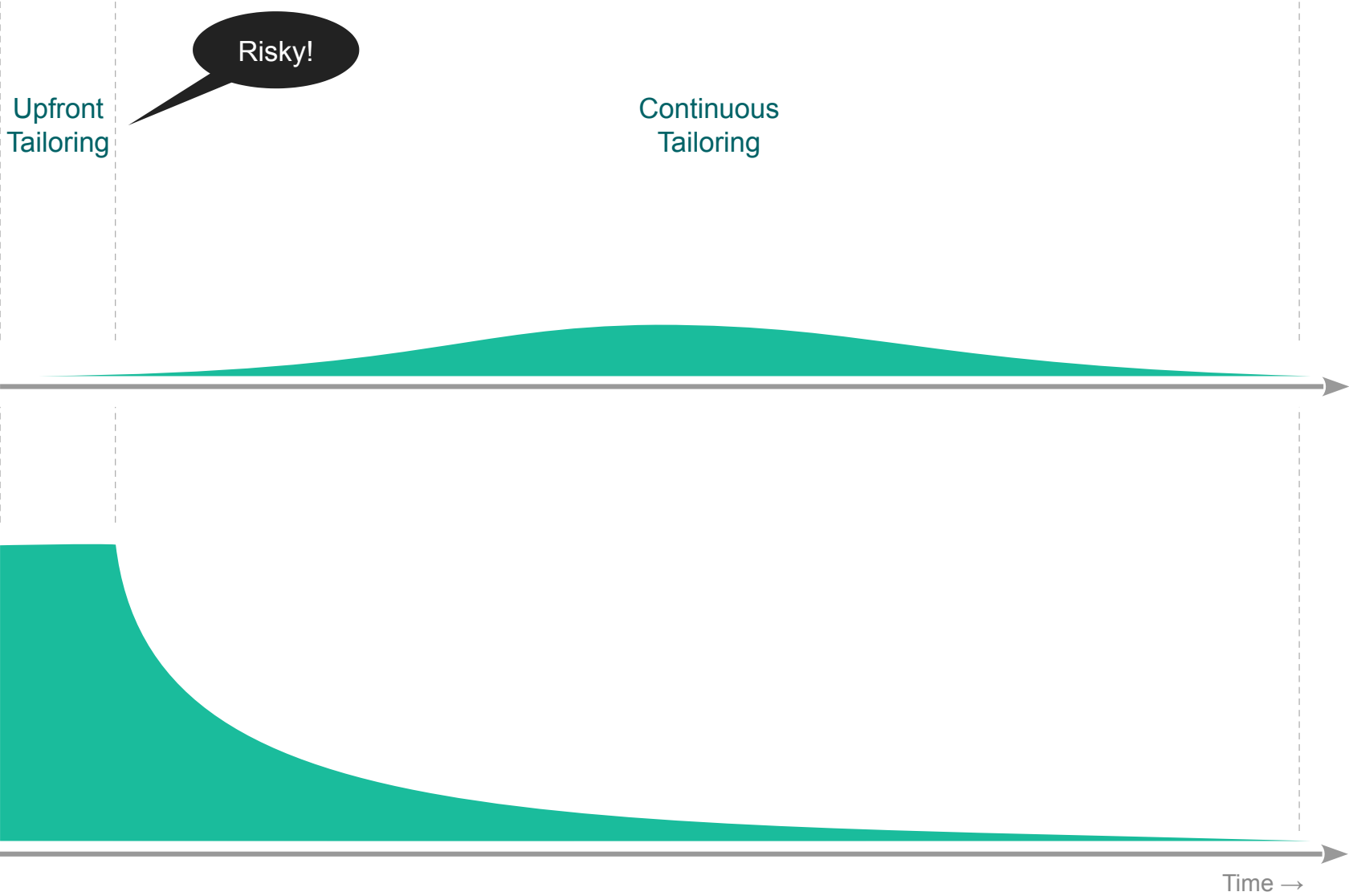
Tailoring effort ↑

Maximalist Systems

PRINCE2® PjM
DSDM®
Etc.



Time →



Upfront
Tailoring

Risky!

Continuous
Tailoring

Always
necessary

Minimalist Systems

P3.express
micro.P3.express
Etc.



Tailoring effort ↑

Maximalist Systems

PRINCE2® PjM
DSDM®
Etc.



Time →

Minimalist Systems

P3.express
micro.P3.express
Etc.

Upfront
Tailoring

Risky!

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Tailoring

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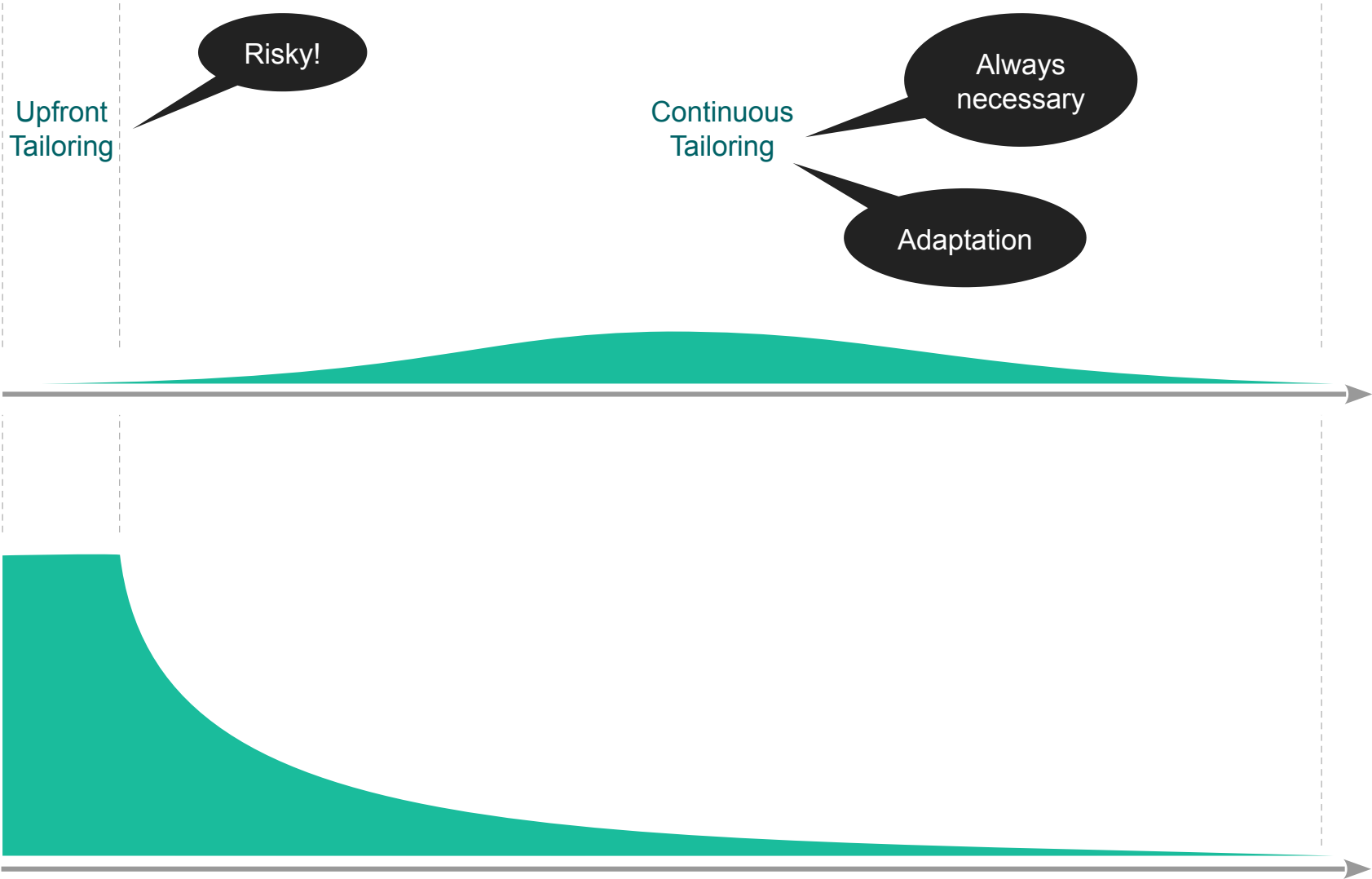
Adaptation

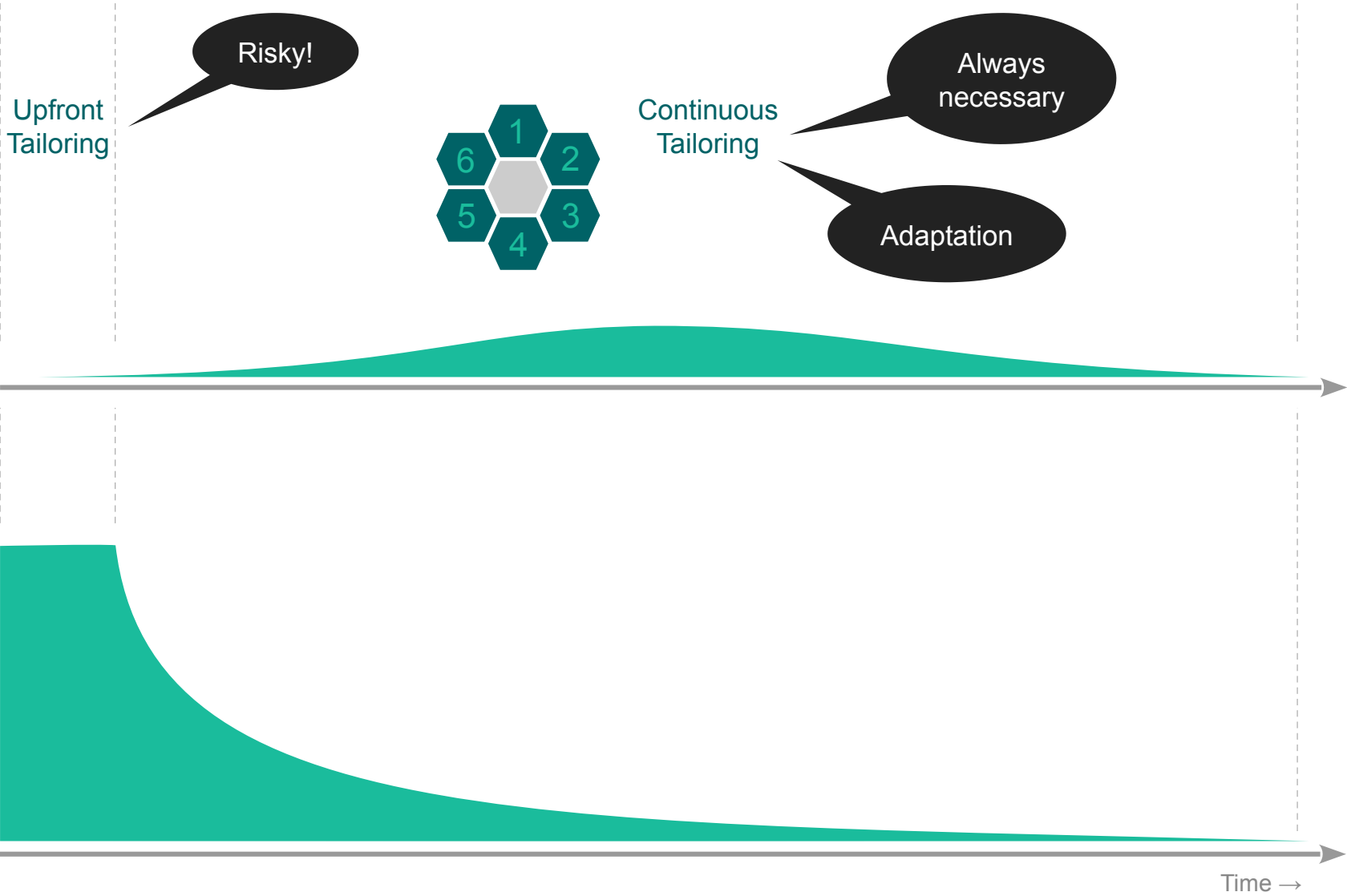
Maximalist Systems

PRINCE2® PjM
DSDM®
Etc.

Tailoring effort ↑

Time →





① High-level overview

② Full review

③ NUPP

④ Tailoring

 ⑤ Context

⑥ Certification



OMIMO's Vision



OMIMO's Vision

We envision a future where our target projects⁽¹⁾

- are run efficiently,
- fulfill their purposes, and
- leave a positive social and ethical footprint.

This vision is desirable to us because improving projects helps improve our world.



OMIMO's Mission



OMIMO's Mission

To achieve our vision, we develop and maintain management modules for the *project ecosystem*⁽²⁾. The modules must be realistic, yet ambitious, but not idealistic. They must have the fundamental OMIMO attributes:

- Open⁽³⁾
- Minimalist⁽⁴⁾
- Modular⁽⁵⁾

The supporting context of the modules should

- be driven by voluntary community contributions rather than commercial transactions, and
- comply with the General Code of Conduct.



General Code of Conduct



General Code of Conduct

1

2

3



General Code of Conduct

- 1 We respect human freedom and avoid discriminatory speech or actions.
- 2
- 3



General Code of Conduct

- 1 We respect human freedom and avoid discriminatory speech or actions.
- 2 We remain open yet critical when engaging with topics in the project ecosystem⁽²⁾.
- 3



General Code of Conduct

- ① We respect human freedom and avoid discriminatory speech or actions.
- ② We remain open yet critical when engaging with topics in the *project ecosystem*⁽²⁾.
- ③ We act with honesty and transparency.



General Code of Conduct

- 1 We respect human freedom and avoid discriminatory speech or actions.
- 2 We remain open yet critical when engaging with topics in the *project ecosystem*⁽²⁾.
- 3 We act with honesty and transparency.



μP3P Code of Conduct



μP3P
Code of Conduct

1

2

3

4

5

6



μP3P Code of Conduct

1

I consider project management to be a key element in the betterment of societies, and as such, regard my role in project management as a social responsibility;

2

3

4

5

6



μP3P Code of Conduct

1

I consider project management to be a key element in the betterment of societies, and as such, regard my role in project management as a social responsibility;

2

I commit to striving to continuously improve my project management skills;

3

4

5

6



μP3P Code of Conduct

- 1 I consider project management to be a key element in the betterment of societies, and as such, regard my role in project management as a social responsibility;
- 2 I commit to striving to continuously improve my project management skills;
- 3 I respect human freedom, and I avoid engaging in discriminatory speech or actions in my projects, related to matters including but not limited to gender, age, race, nationality, sexual orientation, political affiliation, and beliefs;
- 4
- 5
- 6



μP3P Code of Conduct

- 1** I consider project management to be a key element in the betterment of societies, and as such, regard my role in project management as a social responsibility;
- 2** I commit to striving to continuously improve my project management skills;
- 3** I respect human freedom, and I avoid engaging in discriminatory speech or actions in my projects, related to matters including but not limited to gender, age, race, nationality, sexual orientation, political affiliation, and beliefs;
- 4** I respect the resources invested in the project;
- 5**
- 6**



μP3P Code of Conduct

- 1 I consider project management to be a key element in the betterment of societies, and as such, regard my role in project management as a social responsibility;
- 2 I commit to striving to continuously improve my project management skills;
- 3 I respect human freedom, and I avoid engaging in discriminatory speech or actions in my projects, related to matters including but not limited to gender, age, race, nationality, sexual orientation, political affiliation, and beliefs;
- 4 I respect the resources invested in the project;
- 5 I always remain open and yet critical to project management topics, without sacrificing professionalism for affiliations, personal gain, or loyalties, and I will encourage my coworkers to do the same; and
- 6



μP3P Code of Conduct

- 1 I consider project management to be a key element in the betterment of societies, and as such, regard my role in project management as a social responsibility;
- 2 I commit to striving to continuously improve my project management skills;
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- 6 I will be honest and transparent in my professional work.



μP3P Code of Conduct

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Definitions



Definitions

(1) Our target projects

On the one hand, it's not realistic to target all projects, and on the other hand, the dominant project types shouldn't make us forget the diversity of project types. Therefore,

- our primary target is all projects that are
- not exceptional and
- not considered trivial by their owners.

This target group includes a wide range of projects, such as

- technical, scientific, educational, cultural, artistic, humanitarian, recreational, ...,
- simple and complex,
- internal and external,
- large and small,
- commercial and non-commercial,
- Etc.



Definitions

(2) Project ecosystem

The project ecosystem includes the 5 management layers defined in OMIMO's landscape, as well as general management concepts surrounding them:

- Layer-specific modules
 - Layer 5: Portfolio management
 - Layer 4: Program management
 - Layer 3: Project management
 - Layer 2: Team management
 - Layer 1: Task management
- Cross-layer modules
 - decision making and critical thinking
 - conflict resolution
 - facilitation
 - Etc.



Definitions

OMIMO

(3) Open

All first-party OMIMO resources will be provided with a Creative Commons license (usually Creative Commons Attribution). This means that they respect the freedoms of the users and don't limit them by copyright restrictions. Legally, the rights granted to the users are permanent and cannot be revoked in the future.



Definitions

OMIMO

(4) Minimalist

All modules will focus on the essentials instead of becoming bloated by trying to cover all possible aspects. This keeps the modules small and easy to learn, use, and teach.



Definitions

OMIMO

(5) Modular

All modules will be designed with clear, minimal interfaces and allow users to easily combine them with OMIMO and non-OMIMO modules. This respects user freedom by avoiding vendor lock-in.

① High-level overview

② Full review

③ NUPP

④ Tailoring

⑤ Context

 ⑥ Certification

micro.P3.express Practitioner (μ P3P)

Certification Program

μ P3P is a global certification program that defines the minimum level of expertise required to

- take a leadership role in projects that use micro.P3.express, and
- coach others to implement and use micro.P3.express in their projects.

This certification targets micro-projects with approximately 1 to 7 team members. The P3.express Practitioner (P3P) certificate is suitable for larger projects.



micro.P3.express Practitioner (μ P3P)

Certification Program

Requirements:

- Accepting the μ P3P Code of Conduct
- Passing the μ P3P exam



micro.P3.express Practitioner (μ P3P)

Certification Program

Validity:

- Valid for life, but attributed to the year of issue
- Free re-certification




micro.P3.express Practitioner (μ P3P)

Certification Program

Validity:

- Valid for life, but attributed to the year of issue
- Free re-certification



μ P3P-2023
 μ P3P-2024
 μ P3P-2025
...



micro.P3.express Practitioner (μ P3P)

Certification Program

Validity:

- Valid for life, but attributed to the year of issue
- Free re-certification



- One free attempt,
- during the first 3 months of each year,
- for practitioners who have the previous certificate.



micro.P3.express Practitioner (μ P3P)

Certification Program

Exam format:

- Open book
- 50 questions
- 70 minutes
- 67% passing score
- No penalty for wrong answers



micro.P3.express Practitioner (μ P3P)

Certification Program

Format of questions:

- **Multiple-choice**
 - with 2 or more choices
 - where only one choice should be selected
- **Multiple-answer**
 - with 3 or more choices
 - where more than one choice should be selected



micro.P3.express Practitioner (μ P3P)

Certification Program

Format of questions:

- **Scenario-based** 70% of questions
- **Direct** 30% of questions



micro.P3.express Practitioner (μ P3P)

Certification Program

Format of questions:

- | | | |
|----------------------------|------------------|---|
| ● Cognitive level 1 | 20% of questions | recalling |
| ● Cognitive level 2 | 55% of questions | recalling + basic analysis |
| ● Cognitive level 3 | 25% of questions | recalling + advanced analysis and deduction |



Number of questions

Topic

3	NUPP
1	License and rights
3	Tailoring
6	Context
3	Project Manager Hat
2	Investor Hat
2	Creator Hat
2	User Hat
4	Sponsor
2	Peer reviewer
2	Custodian
5	Initiations
2	Daily Management
2	Closures
2	Post-Project Management
9	Integrated Project Board



micro.P3.express

minimalist project management system for micro-projects

