

# 8 Essential Steps for Managing Software Projects

## **Duration**

2 days

## **Instructor**

Geoff Hewson

## **Class Limit**

20 students

## **Prerequisite**

None

## **Price**

On-site:

Please contact SPC for pricing (contact information on page 2)

Public Training:

\$995 (2 days)

\*Discount available for early registration

Repeatedly, poor project management practices arise as one of the key causes for project failure in the software industry. Indeed, along with requirements management, project planning and control are among the most fundamental factors for successful software projects.

Failure to execute these practices effectively has the most far-reaching implications, yet a large number of project managers have risen through the ranks with little formal education in best practices. This seminar will introduce the essential disciplines and best practices in which every project manager should know.

This seminar will help attendees learn how to apply best practices within their own software development organization for increased control and successful delivery of software development projects.

This proven material is based on sound principles that have been applied successfully on projects in software and other industries worldwide. The focus is on practical techniques rather than theory, and the principles described are applicable to projects of any size.

## **Materials Provided**

- Student manual containing the course slides
- Student handouts with class exercises and class studies

## **Intended Audience**

This seminar is intended for software professionals involved in the planning and management of development projects. It assumes a basic understanding of projects in general, but specific knowledge of particular project management techniques is not required. This course is excellent for all project managers wanting to learn industry best practices.



TRAINING

## 8 Essential Steps for Managing Software Projects

### Instructor

Dr. Hewson is Chief Knowledge Officer and Principal Consultant at Software Productivity Center where he is responsible for articulating and delivering SPC's vision for integrated software process and application lifecycle management solutions. Geoff's 16+ years of IT industry experience include senior positions with Microsoft, Canada's Department of Justice, and Ford Motor Company. In his career, Geoff has applied his expert knowledge to assist 40+ organizations improve their ability to successfully deliver timely and quality software through business focused solutions addressing diverse problem areas. He has also contributed to a number of industry methodologies, including the Rational Unified Process and the Microsoft Solutions Framework, and Geoff was the chief architect of SPC's SD Productivity Award winning methodware tools. Dr. Hewson holds a Ph.D. in Physical Chemistry from the University of Sheffield, UK.

---

For more information on this or other SPC Springboard courses, please visit [www.spcspringboard.com](http://www.spcspringboard.com) or e-mail SPC at [info@spc.ca](mailto:info@spc.ca)

Software Productivity Center  
Suite 460—1122 Mainland Street  
Vancouver, BC V8M 4T8  
[www.spc.ca](http://www.spc.ca)

Toll Free:  
1.877.558.1948

Fax:  
604.689.0141

Vancouver:  
604.662.8181

Toronto:  
416.885.0512

---

### Outline

#### Introduction

- Project management defined
- The Capability Maturity Model for Software
- The top eight industry best practices

#### The 8 Essential Steps

1. Starting Off
2. Defining the Work
3. Estimating the Work
4. Scheduling the Work
5. Managing Risk
6. Creating the Plan
7. Stay on Track
8. At the End of the Project

#### Project Planning

- Content of the project plan
- Work breakdown structures
- Steps of project planning
- Software project estimation

#### Fundamental Estimation Concepts

- Standardized estimation procedures
- Fine-tuning an estimate
- Presenting your estimates
- Project control

#### Prerequisites for a Controllable Project

- Keeping track of progress
- Managing and controlling risk
- Managing problems and change
- Milestones and milestone reviews



TRAINING

