Project charter

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Key concepts

- Project;
- Project Management Body of Knowledge (PMBoK);
- Affirmatives measures for equity and equality;
- Results and objectives;
- Milestones;
- Plan, resources and management;
- Indicators and targets.

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Project

- A project is temporary with a defined beginning and end in time, and therefore defined scope and resources;
- It is not a routine operation, but a specific set of operations designed to accomplish a singular goal;
- It must be expertly managed to deliver the on-time, on-budget results, learning and integration that organizations need.

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PMBoK

- PMBOK is the entire collection of processes, best practices, terminologies, and guidelines that are accepted as standards within the project management industry.
- It is produced by the Project Management Institute (PMI), the global not-for-profit member association of PM professionals.

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Affirmatives measures

- Affirmative measures are any actions designed to ensure that persons in designated groups enjoy equal opportunities and treatment at all levels and are equitably represented in the workforce or in the society.

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Results

- Results basically refer to any particular output or end point that comes as a result of the completion of the activities and or processes that have been performed as part of the project or as part of a particular project component;
- These results can include specific outcomes (such as revised processes, restructured organizations, and or trained personnel), and or actual deliverables such as documents.

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Objectives

- Project objectives are goals. These are the objectives that you want the project to accomplish.
- Project's objectives must be stated clearly.
- Project objectives must be measurable and contain key performance indicators that will be used to assess a project's success.
- These indicators will often encompass areas such as budget, quality, and time to completion.

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Milestones

Milestones are tools used in project management to mark specific points along a project timeline. These points may signal anchors such as a project start and end date, or a need for external review or input and budget checks.

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Plan

- Project planning is a procedural step in project management, where required documentation is created to ensure successful project completion.
- Documentation includes all actions required to define, prepare, integrate and coordinate additional plans.
- The project plan clearly defines how the project is executed, monitored, controlled and closed.

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Resources

In project management, resources are required to carry out the project tasks. They can be people, equipment, facilities, funding, or anything else capable of definition (usually other than labour) required for the completion of a project activity.

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Project management

Project management is the practice of initiating, planning, executing, controlling, and closing the work of a team to achieve specific goals and meet specific success criteria at the specified time.

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Indicators

Indicators are clues, signs or markers that measure one aspect of a program and show how close a program is to its desired path and outcomes. Indicators are realistic and measurable criteria of project progress. They should be defined before the project starts, and allow us to monitor or evaluate whether a project does what it said it would do.

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Merci.