



# **A Handbook of Project Management: A Complete Guide for Beginners to Professionals**

*Colin Dobie*

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By systematically mapping out the four phases of project development—initiation, planning, implementation, and finalization—this invaluable guide educates project managers on how to easily manage a myriad of elements, enabling them to complete projects on time and on budget. Providing both the novice and experienced project manager with the knowledge needed to effectively do their jobs, this authoritative reference utilizes an applied approach to explain the nine functions of project management and their application during the project lifecycle. Extensive illustrations, examples, templates, exercises, and checklists are also included.

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