

A Project Manager's Book of Forms: A Companion to the PMBOK Guide, 2013, 240 pages, Cynthia Snyder, 1118537408, 9781118537404, John Wiley & Sons, 2013

A compendium of ready-made forms for managing every project in line with the latest PMBOK® Guide Fifth Edition. This valuable companion to the Project Management Institute's A Guide to the Project Management Body of Knowledge (PMBOK® Guide) Fifth Edition presents a comprehensive and practical set of forms and reports that help project managers apply the concepts and practices described in the PMBOK® Guide. Designed specifically to assist both new and experienced project managers in handling all aspects of a project, this edition of A Project Manager's Book of Forms contains forms that cover all the process groups: initiating, planning, executing, monitoring and controlling, and closing. It also includes some forms not mentioned in the PMBOK® Guide, which you will find helpful in managing your project. Use the forms as a guide in collecting and organizing project information, or as a template for ensuring a set of consistent data on all projects. The forms can also be adopted on an organizational level to enable a repeatable approach to project management. Completely editable electronic versions of all the blank forms, in Microsoft Office compatible format, are available on an accompanying website. You may use them as is or tailor them to your own needs. The PMBOK® Guide covers the processes for managing a project; this book gives you a handy road map of forms to use to make every project just a bit smoother from start to finish.

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