

PROJECT MANAGEMENT TIPS IN AN ARTIFICIAL INTELLIGENT (AI) ENVIRONMENT



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WHAT'S YOUR DEFINITION OF A PROJECT?

A temporary endeavor with a beginning and an end

Creates a unique product, service, or result



KEY PROJECT MANAGEMENT PROCESSES

1. Initiating
2. Planning
3. Executing
4. Monitoring & Controlling
5. Closing



KEY PROCESSES TO REVIEW, MONITOR, AND ASSESS

1. Vendor Information
2. Fees and Rates
3. Deliverable Dates
4. Quality of Results
5. Warranty
6. Inspection Schedule



KNOW YOUR WHY FOR THE PROJECT

1. Continuously ask why for a given project
2. Repeat the “words” of the stakeholder to ensure the project purpose and outcomes are understood



KEY PROJECT MANAGEMENT PROCESSES

1. Training
2. Product
3. Quality
4. Inspection
5. Schedule
6. Resources
7. Documentation (for procedures, system maintenance, etc.)



ENGAGING STAKEHOLDERS

1. Project Documentation (if SDLC); charter minimum documentation for SAFe and Agile
2. Project Plan (JIRA, Excel, ServiceNow, Monday)
3. Risks, Actions Items, Issue(s), Decisions, (RAID Log)
4. Risk Registry and Probability
5. Communication and Project Team Registry



• TOP 10 PROJECT MANAGER TASKS

- 1. Define Clear Project Goals**
- 2. Create a Detailed Project Plan**
- 3. Start With “Why”**
- 4. Communicate Effectively**
- 5. Manage Risks Proactively**
- 6. Delegate, Empower, and Celebrate Your Team**
- 7. Embrace Agile Thinking (Even in Non-Agile Environment)**
- 8. Foster a Collaborative, Psychologically Safe Team Culture**
- 9. Monitor and Track Progress Using Data**
- 10. Reflect and Learn Continuously**

Ways to Leverage AI in Projects



1. Allow AI to recommend templates teams can reuse
2. Use AI reporting tools to help AO reporting tools to help with statistics and milestones
3. Continue to rely on Project Management skills
4. Create Work Breakdown Structure (WBS) – helps with complex and large projects
5. Summarize meetings
6. Draft reports
7. Create risks contingency plans
8. Search knowledge bases for information
9. Track project milestones
10. Create Gantt charts