

# Project Planning & Control

## *Lesson 3*

### *Tools for Time Management*

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# Time Management Tools

- **Lists-Calendar – Diary**
- **Bar/ Gantt Charts**
- **Critical Path Method**
- **Program Evaluation and Review Technique**
- **Monte-Carlo Simulation**
- **Linear Scheduling Method (LSM & LBMS)**
- **Theory of Constraints**
- **Dependency Structure Matrix**



COMPLEXITY VS UTILITY

# Lists – To do



Search Results for "to-do lists" Sort By: Relevance





















 <b>Wunderlist</b> Productivity ★★★★★ 29 Ratings FREE	 <b>Producteev</b> Productivity ★★★★★ 8 Ratings FREE	 <b>To-do Lists</b> Productivity Rs. 170	 <b>Things</b> Productivity ★★★★★ 6 Ratings Rs. 2,700
 <b>Clear</b> Productivity ★★★★★ 5 Ratings Rs. 550	 <b>Done</b> Utilities Rs. 270	 <b>Todoist: To Do List...</b> Productivity FREE	 <b>Nozbe To-do and ...</b> Productivity FREE
 <b>Due</b> Productivity Rs. 550	 <b>2Do</b>	 <b>Todo Pro</b> Productivity	 <b>QDo</b> Productivity FREE
 <b>OmniFocus</b> Productivity Rs. 4,500	 <b>Eisenpower</b> Productivity Rs. 450	 <b>NoteShare Viewer</b> Productivity FREE	 <b>TaskPaper</b> Productivity Rs. 650
 <b>SpeedTask</b> Productivity Rs. 350	 <b>ccToDo™</b> Productivity Rs. 170	 <b>Todoozle</b> Productivity Rs. 170	 <b>Dropkick</b> Productivity Rs. 270
 <b>Follow Up</b> Productivity Rs. 170	 <b>Checklist</b> Productivity Rs. 170	 <b>DoltNow - Simple t...</b> Productivity Rs. 55	 <b>SplashShopper</b> Lifestyle Rs. 550
 <b>QwikCards</b> Productivity Rs. 450	 <b>Dox Pro - Dox wit...</b> Productivity Rs. 170	 <b>Now</b> Productivity Rs. 110	 <b>Alinof ToDoList</b> Productivity Rs. 270



# Calendar Tools



Search Results for "schedule" Sort By: Relevance

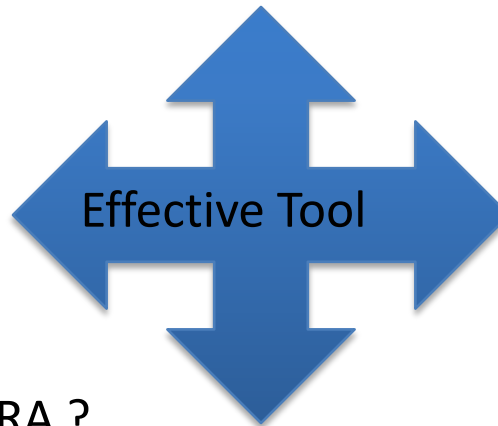
 <b>Calendar</b> Productivity 15 Ratings FREE	 <b>Rota Maker</b> Productivity Rs 270	 <b>T-Timer - count...</b> Utilities Rs 95	 <b>Todo</b> Productivity Rs 1,650
 <b>Fantastical</b> Productivity Rs 1,100	 <b>Calendar Plus</b> Productivity Rs 550	 <b>xTeamView</b> Business FREE	 <b>iStudiez Pro</b> Productivity Rs 550
 <b>Clocks</b> Utilities Rs 170	 <b>LaunchOnTime</b> Utilities FREE	 <b>QDo</b> Productivity FREE	 <b>Firetask</b> Productivity Rs 2,200
 <b>iHomework</b> Education Rs 170	 <b>Eisenpower</b> Productivity Rs 450	 <b>EasyGet Download...</b> Utilities Rs 95	 <b>Mornings</b> Productivity Rs 55
 <b>Railroad Story: 182...</b> Games Rs 170	 <b>Lingon 3</b> Utilities Rs 270	 <b>OmniPlan</b> Business Rs 11,500	 <b>Downloaded!</b> Utilities Rs 170

# Appropriate Tools - Discussion

Industry Lecture ?



CEAFEST ?



Field Trip ?



SHAASTRA ?





- Develop WBS for any upcoming project you are involved with
- What are the TIME related objectives of the project ?
- What level of activity details is appropriate ?
- What are the alternative structures for the WBS ?
- Which structure is most appropriate for you & the team to identify & organize activities needed to plan, communicate and control the deliverables of the project from time perspective