# Project Issues

Managing projects is often more difficult than one can think. There are however solutions to some of the most common project issues – such as formal agreements before start and to plan for the unexpected.

Everybody seems to know what a project is and a lot of people also claim that they know how to manage them. Luckily there are some that understand that there is no standard definition of a project and there are multiple ways of managing a project. There are however some common issues when it comes to directing, managing and participating in projects.

First of all it's recommended to agree on a definition of a project that everyone in the organization follows. The following items are a good start to have a look at when writing the definition:

Usually a must — **Time limited**

and

Involves more than X persons

or

… in combination with at least one more — **Involves more than Y departments**

or

Cost more than Z kSEK

or

Is considered to complex compared to regular activities
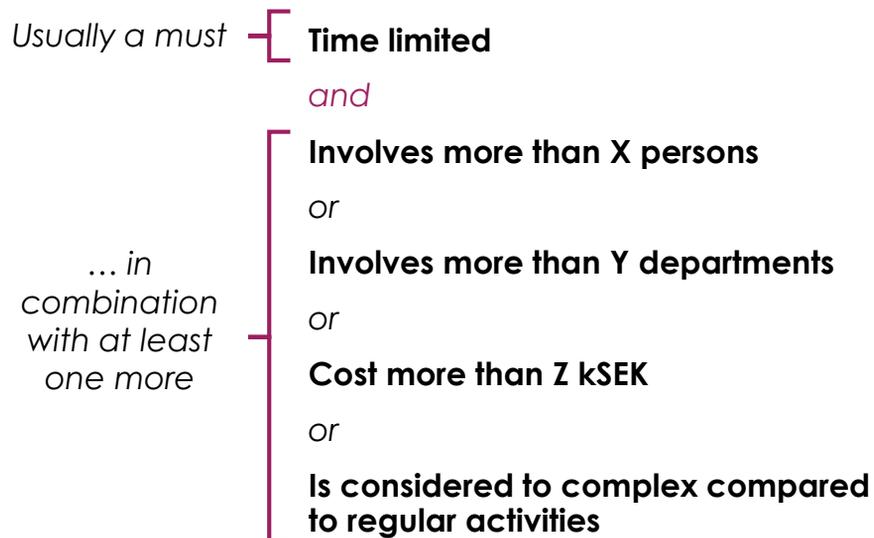
On the other side of the paper there is a list common issues and how to deal with them.

Solution to the issues follows:

Known Issues	Solution
Different ideas of what a project is	Agree on a definition and use only that one.
Priority changes	Agree on priority from start and assure that everyone sticks to the agreement by formal sign-off.
Expected outcome is not understood	All stakeholders must agree on what should be delivered. The expected output must be clear for all "doers".
Change management is difficult	Plan for the unexpected. Changes will happen. For each unexpected change, redo the plan and know the effects of this before moving on.
Persons do not deliver in time	Make them promise and sign a paper.
Resources are not in place	Don't start something without sign-off from the recourses.
Many "thinkers" out there	Use a project model which have a clear steering.
Controlling multiple projects	Don't start more than project than you can handle first of all (small-medium company is not recommended with more than 5). Standardize reporting.
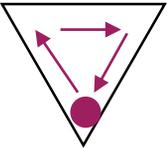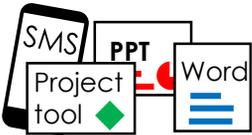
I can't use it

Deadline T

SMS **PPT** Word
Project tool ◆