

PROJECT MANAGEMENT: Making it Work for Libraries

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Managing projects since 1988!

Rusty Van Girls Secret Fort



Supplies:

1. Wood, railroad ties plywood, two by fours
2. Nails, long and short
3. Hammer
4. Shovels
5. Rubber mats
6. Curtains or sheets

1. Beginning & end
2. Temporary
3. Unique
4. Dedicated resources
5. Completable



CONCEPT



“Just another lightbulb,” Alca Impenne. Available from [Creative Commons](#).

PROJECT REQUEST FORM

1. Description
2. Explanation

**IF THERE WAS A
PROBLEM**

**YO I'LL
SOLVE IT**

PROJECT REQUEST FORM

1. Description
2. Explanation
3. Project costs
4. Time frame
5. Team members

**REQUEST
FORM
TIME!**



1. Digitizing materials
2. Purchasing eReaders
3. Starting an online book club
4. Website redesign

PLAN



“Planning Session,” World Island Info. Available from [Creative Commons](#).



**I heard you hate
meetings**

**So I scheduled 3 extra
meetings to make us more productive**

PROJECT AGREEMENT FORM

1. Description
2. Goals
3. Priorities
4. Costs
5. Team



GROUP



TEAM

**AGG
REEMENT
FORM
TIME!**

EXECUTE



PROJECT BREAKDOWN FORM

1. Description
2. Goals
3. Costs
4. Timeframe
5. Team

A close-up photograph of Grumpy Cat, a brown and white cat with striking blue eyes. The cat has a grumpy, downturned mouth and is looking directly at the camera. The background is dark and out of focus.

MOTIVATED?

NO.

**BREAKDOWN
FORM
TIME!**

CONCLUDE



"Approaching the End," Natural Turn. Available from [Creative Commons](https://creativecommons.org/licenses/by/4.0/)

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PROJECT EVALUATION FORM

1. Description
2. Goals
3. Costs
4. Satisfaction

**EVALUATION
FORM
TIME!**



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