The Project Kit

Better projects, feedback and results

The kit helps you get clarity on the things that <u>need</u> to be in place to avoid many of the worst problems that arise in projects. This gives you a good foundation for success and achieving your goals.
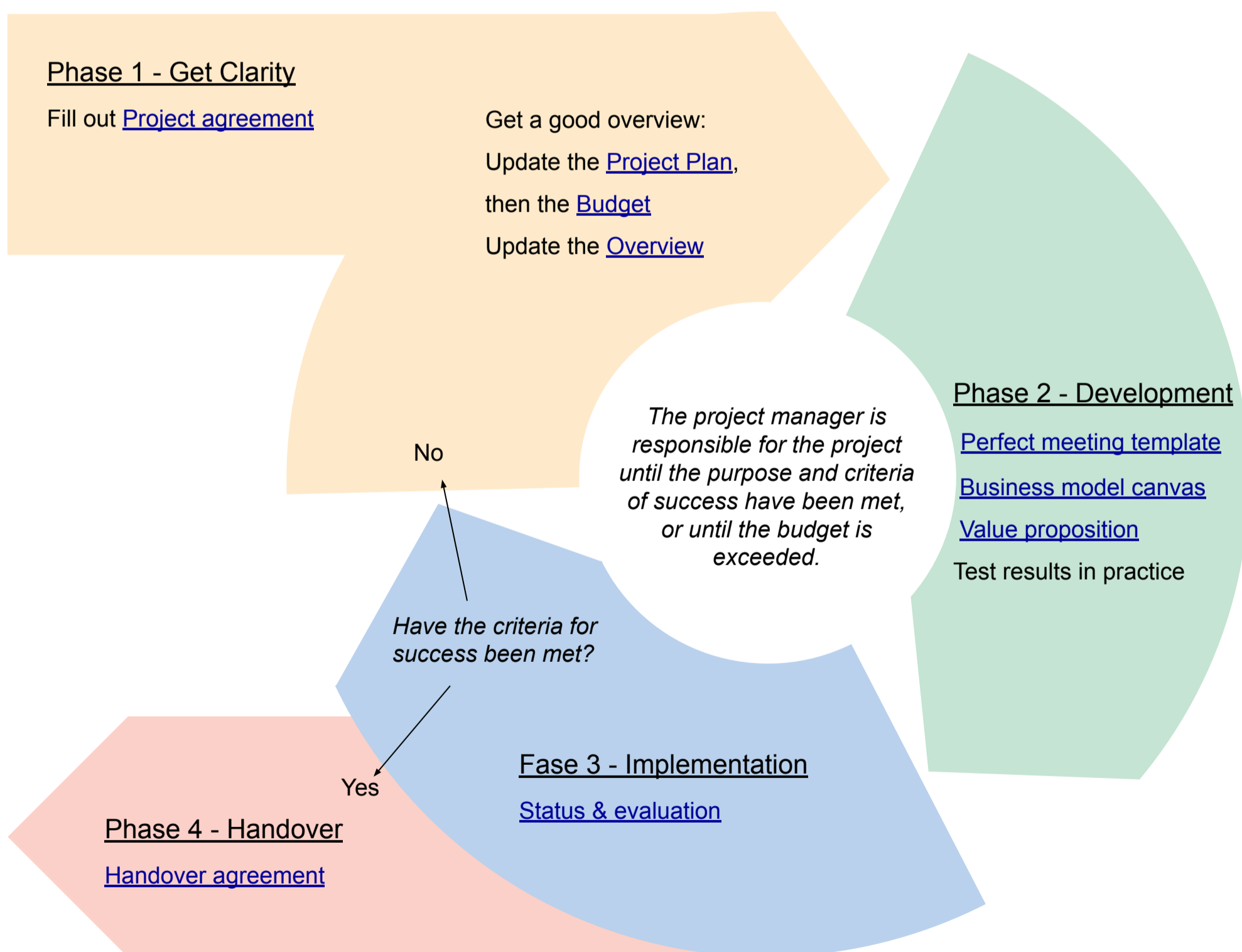
How to use the kit

How do we really know if the activities we are working on are helping us toward our goals in the best way? How do we avoid wasting time and resources? How do we know if we are doing something out of habit or because it works?

Clear criteria for success make the common thread in our work visible. But before we can see how the common thread causes the individual project to make a real difference for the organization and in the larger context, we need to have both a good overview and insight.

Use the Overview in everyday practice, e.g. at team- and management meetings, to ensure a good overview. It's a great way to keep track of resources, momentum, and knowledge sharing.

Insights come from the project tools, which you will find links to in the model below. There is an ocean of thoughts and books on project management, goals and development. But the Project Kit must be easy to use, so instead of a reading list, you find <u>examples</u>, <u>questions</u> and <u>ideas</u> in the project tools, which are based on best practice from around the world, to show you how you can create a project in the best possible way.
Stand on the shoulders of giants to reach your goal and use them as inspiration when formulating your project.

Phase 1 - Get Clarity

Fill out [Project agreement](#)

Get a good overview:
Update the [Project Plan](#),
then the [Budget](#)
Update the [Overview](#)

No

The project manager is responsible for the project until the purpose and criteria of success have been met, or until the budget is exceeded.

Phase 2 - Development

[Perfect meeting template](#)
[Business model canvas](#)
[Value proposition](#)
Test results in practice

Have the criteria for success been met?

Yes

Fase 3 - Implementation

[Status & evaluation](#)

Phase 4 - Handover

[Handover agreement](#)

When you want others to join you on the journey toward the goal, it is important to create

| SAFETY Foundation to motivation | CONSCIOUSNESS Why is it important? | ACTION Who does what, when? | REFLEXION How to improve? |