

BPP1113



Project Management Software



Chapter Objective

- ❑ Describe project management software features
- ❑ Formulate the criteria of selecting project management software
- ❑ Discuss the advantages of using project management software





PM software definition

- *Project management software is a term covering many types of software, including scheduling, cost control and budget management, resource allocation, collaboration software, communication, quality management and documentation or administration systems, which are used to deal with the complexity of large projects.*



PM software features

- ❑ Budgeting and cost control
- ❑ Calendars
- ❑ Internet Capabilities
- ❑ Graphics
- ❑ Importing & Exporting data
- ❑ Handling multiple projects and subprojects
- ❑ Report generation



PM software features-cont'

- ❑ Resource management
- ❑ Planning
- ❑ Project monitoring and tracking
- ❑ Scheduling
- ❑ Security
- ❑ Sorting and filtering
- ❑ What if analysis



Selecting project management software

- Capacity
 - Can handle the number of tasks expected
 - Handle resources needed
 - Managing number of projects simultaneously



Selecting project management software

- Documentation and on-line help facilities
 - Varies among project management software packages
 - Some considerations;
 - Readability of user's manual
 - Level of detail of the manual and on-line help
 - Quality of examples provided
 - Level of discussion



Selecting project management software

- Ease of use
 - Important factor
 - The “look” and the “feel” of the system
 - menu structures
 - Consistency among screens
 - Amount of learning required to become proficient with the system



Selecting project management software

- Features available
 - Whether the system provides the features that are required by your organization



Selecting project management software

- Integration with other systems
 - Convergence and integration capabilities of project management software
 - Ability to export information to another software applications



Selecting project management software

- Installation requirements
 - Hardware and software requirements
 - Memory required, amount of hard disk space, power and processing speed required, types of graphics display needed, operating system requirement, printer requirement



Selecting project management software

- Reporting capabilities
 - High priority
 - How extensive facilities for providing reports on individual tasks, resources, actual costs, committed cost, progress etc
 - Easier to customize



Selecting project management software

- Internet features
 - Ability to post project management information to the Web
 - Tasks to be communicated via e mail
 - Depends to the nature of project being conducted



Selecting project management software

- Security
 - Any special security features needed?
 - Any methods of restricting access to the project management software?



Selecting project management software

- Vendor support
 - Whether dealer or vendor provides technical support?
 - Reputation of vendor
 - Price for the support



Advantages of using project management software

- Accuracy
 - PM software packages have accurate algorithms for calculating project information and contain numerous built-in routines that check for user errors



Advantages of using project management software

- Affordability
 - Affordable to purchase
 - Most business software is well worth the money



Advantages of using project management software

- Ease of use
 - Can be mastered with only a minimal amount of training



Advantages of using project management software

- Ability to handle complexity
 - Can handle certain aspects (numeric aspects) of large-scale projects more easily than a person can manually
 - Indispensable assistance with the level of complexity



Advantages of using project management software

- Maintainability and modifiability
 - Manual system it's often difficult to maintain and modify project information
 - Eg. Network diagrams must be manually redrawn and costs must be recalculated every time there's a change



Advantages of using project management software

- Record keeping
 - Ability to keep excellent records
 - Eg. Data can be used to produce high-quality reports and can be helpful in planning future projects



Advantages of using project management software

- Speed
 - Calculation tasks can be computed in very short time
 - Eg. Revisions can typically be performed in minutes or seconds
 - The savings in time are usually enough to pay for the software itself



Advantages of using project management software

- What if analysis
 - Allow the user to see the effects of various scenarios on a project
 - The different scenarios can be run on the software and their effects can be evaluated