

## Project Management Challenge!

How many project management terms can you find in the puzzle below?

P	R	O	J	E	C	T	Q	S	L	A	O	G	L
I	R	B	U	D	G	E	T	V	E	O	A	S	M
E	M	O	I	W	B	K	C	E	S	Y	G	P	E
T	I	R	C	S	N	D	T	L	S	J	I	O	L
A	L	T	C	E	S	A	G	E	O	U	L	N	B
C	E	P	O	C	S	U	Z	M	N	S	E	S	A
I	S	Q	V	K	T	S	E	I	L	F	E	O	R
N	T	L	P	C	B	T	G	T	E	A	M	R	E
U	O	R	E	T	R	A	H	C	A	X	H	B	V
M	N	A	N	K	I	T	W	X	R	I	S	K	I
M	E	W	C	A	T	U	U	P	N	S	E	R	L
O	I	G	R	Q	L	S	C	H	E	D	U	L	E
C	H	A	N	G	E	P	T	A	D	N	F	O	D

- Agile
- Budget
- Change
- Charter
- Close
- Communicate
- Deliverable
- Goals
- Issue
- Lesson Learned
- Log
- Milestone
- Plan
- Process
- Project
- Risk
- Schedule
- Scope
- Sponsor
- Status
- Task
- Team
- Time

Don't forget to look forward, backward, diagonally, vertically and horizontally!



**Agile** – A specific project management approach mainly used for developing software where requirements evolve over a period of time.

**Budget** – The approved estimate of project costs.

**Change** – A modification to any of the approved requirements that could impact the deliverable.

**Charter** – A document that formally authorizes the existence of a project and provides critical information such as the scope, milestones, high-level potential risks, and assumptions.

**Close** – The process of finalizing all of the activities for the project, phase, or contract.

**Communicate** – One of the most critical elements of a successful project. Lack of communication, or poor communication, is one of the Top 5 reasons for project failure. If you have a comprehensive communication plan you won't be a statistic!

**Deliverable** – A result of project efforts as defined in the project charter.

**Goals** – Something that the project team is trying to achieve, such as the project deliverables.

**Issue** - A condition or situation that may have an impact on the project objectives.

**Lesson Learned** – An exercise that identifies the knowledge gained during a project including how project events were addressed, or should be addressed, in the future for the purposes of improving the process and future performance.

**Log** – A tool used to document various elements of the project, such as a change control log or a risk log.

**Milestone** – A significant juncture or event in a project's lifecycle.

**Plan** – A roadmap, or a detailed way of getting to an end result. Examples include a project plan and a communication plan.

**Process** – A series of action steps that can be taken to produce a specific result.

**Project** – A temporary endeavor, with a beginning and an end, that produces a unique product, service or result.

**Risk** - An uncertain event or condition that, if it occurs, has a positive or negative effect on one or more project objectives.

**Schedule** – A timetable providing the sequencing of tasks associated with the project.

**Scope** – The work performed to deliver a product, service or result with the specified features and functions.

**Sponsor** – A person or group who provides resources and support for the project and is accountable for enabling its success.

**Status** – An update on the project efforts including progress, challenges, risks and schedule updates, if applicable.

**Task** – An action item that can be completed by an individual contributor.

**Team** – A group of individuals, with various skills, who will work together to contribute to the overall project and deliver the end result.

**Time** – The duration of a task or process that impacts the project schedule and allocating the time needed to complete the tasks associated with the project.