97 Things Every Project Manager Should Know Collective Wisdom From The Experts

Projects in the near future will be managed with a hybrid of Agile and traditional waterfall processes to better address the speed to market, product innovation, and financial challenges that organizations face. The project managers who learn how to merge Agile with Waterfall methodologies first will gain a huge career advantage over those who lag behind. This engaging and highly instructive guide covers what Agile is, and how and when it is appropriate to blend it into your projects. Agile Practices for Waterfall Projects will help new and experienced project managers, stakeholders, and students of the discipline to proactively prepare for and ensure their future success. This valuable resource also contains all the terms and concepts needed for those planning to take the PMI Agile Certified Practitioner (PMI-ACP)® exam.

Social Media for Project Managers goes beyond Facebook, Twitter and LinkedIn to explore a whole range of collaboration tools available online like wikis, microblogs and document management tools. It aims to show the practicality of using these collaborative tools to support the project management process and how they are being used in the larger, ever-changing business environment.

This book propagates the argument that innovation is heavily influenced by learning, which in turn is driven by knowledge. This means that extensive knowledge (as a basis for good knowledge management) is necessary for learning that is suitable for innovation. Since previous studies have not paid enough attention to determining which types of knowledge can be suitable or defective, this book serves to fill the void through a number of well-written articles by some of the most renowned and respected names in the fields of knowledge management, learning and innovation. From Knowledge Management to Learning Organisation to Innovation offers readers the chance to further enhance their understanding of the knowledge management and learning practices that are relevant to organizational activities. This volume is also designed to alert the management of all organisations to the risks that they could face if the innovation process is not carefully managed. It is particularly unique because of the assistance it offers to companies in avoiding exposing themselves to unnecessary problems should they not ensure that appropriate knowledge and learning processes have taken place.

Professionals in the interdisciplinary field of computer science focus on the design, operation, and maintenance of computational systems and software. Methodologies and tools of engineering are utilized alongside computer applications to develop efficient and precise information databases. Computer Systems and Software Engineering: Concepts, Methodologies, Tools, and Applications is a comprehensive reference source for the latest scholarly material on trends, techniques, and uses of various technology applications and examines the benefits and challenges of these computational developments. Highlighting a range of pertinent topics such as utility computing, computer security, and information systems applications, this multi-volume book is ideally designed for academicians, researchers, students, web designers, software developers, and practitioners interested in computer systems and software engineering.

"If you're looking for solid, easy-to-follow advice on estimation, requirements gathering, managing change, and more, you can stop now: this is the book for you."--Scott Berkun, Author of The Art of Project Management What makes software projects succeed? It takes more than a good idea and a team of talented programmers. A project manager needs to know how to guide the team through the entire software project. There are common pitfalls that plague all software projects and rookie mistakes that are made repeatedly--sometimes by the same people! Avoiding these pitfalls is not hard, but it is not necessarily intuitive. Luckily, there are tried and true techniques that can help any project manager. In Applied Software Project Management, Andrew Stellman and Jennifer Greene provide you with tools, techniques, and practices that you can use on your own projects right away. This book supplies you with the information you need to diagnose your team's situation and presents practical advice to help you achieve your goal of building better software. Topics include: Planning a software project Helping a team estimate its workload Building a schedule Gathering software requirements and creating use cases Improving programming with refactoring, unit testing, and version control Managing an outsourced project Testing software Jennifer Greene and Andrew Stellman have been building software together since 1998. Andrew comes from a programming background and has managed teams of requirements analysts, designers, and developers. Jennifer has a testing background and has managed teams of architects, developers, and testers. She has led multiple large-scale outsourced projects. Between the two of them, they have managed every aspect of software development. They have worked in a wide range of industries, including finance, telecommunications, media, nonprofit, entertainment, natural-language processing, science, and academia. For more information about them and this book, visit stellman-greene.com

Computer science graduates often find software engineering knowledge and skills are more in demand after they join the industry. However, given the lecture-based curriculum present in academia, it is not an easy undertaking to deliver industry-standard knowledge and skills in a software engineering classroom as such lectures hardly engage or convince students. Overcoming Challenges in Software Engineering Education: Delivering Non-Technical Knowledge and Skills combines recent advances and best practices to improve the curriculum of software engineering education. This book is an essential reference source for researchers and educators seeking to bridge the gap between industry expectations and what academia can provide in software engineering education.

Tap into the wisdom of experts to learn what every programmer should know, no matter what language you use. With the 97 short and extremely useful tips for programmers in this book, you'll expand your skills by adopting new approaches to old problems, learning appropriate best practices, and honing your craft through sound advice. With contributions from some of the most experienced and respected practitioners in the industry--including Michael Feathers, Pete Goodliffe, Diomidis Spinellis, Cay Horstmann, Verity Stob, and many more--this book contains practical knowledge and principles that you can apply to all kinds of projects. A few of the 97 things you should know: "Code in the Language of the Domain" by Dan North "Write Tests for People" by Gerard Meszaros "Convenience Is Not an -ility" by Gregor Hohpe "Know Your IDE" by Heinz Kabutz "A Message to the Future" by Linda Rising "The Boy Scout Rule" by Robert C. Martin (Uncle Bob) "Beware the Share" by Udi Dahan

Essential project management forms aligned to the PMBOK® Guide—Sixth Edition A Project Manager's Book of Forms is an essential companion to the Project Management Institute's A Guide to the Project Management Body of Knowledge. Packed with ready-made forms for managing every stage in any project, this book offers both new and experienced project managers

an invaluable resource for thorough documentation and repeatable processes. Endorsed by PMI and aligned with the PMBOK® Guide, these forms cover all aspects of initiating, planning, executing, monitoring and controlling, and closing; each form can be used as-is directly from the book, or downloaded from the companion website and tailored to your project's unique needs. This new third edition has been updated to align with the newest PMBOK® Guide, and includes forms for agile, the PMI Talent Triangle, technical project management, leadership, strategic and business management, and more. The PMBOK® Guide is the primary reference for project management, and the final authority on best practices—but implementation can quickly become complex for new managers on large projects, or even experienced managers juggling multiple projects with multiple demands. This book helps you stay organized and on-track, helping you ensure thorough documentation throughout the project life cycle. Adopt PMI-endorsed forms for documenting every process group Customize each form to suit each project's specific needs Organize project data and implement a repeatable management process Streamline PMBOK® Guide implementation at any level of project management experience Instead of wasting time interpreting and translating the PMBOK® Guide to real-world application, allow PMI to do the work for you: A Project Manager's Book of Forms provides the PMBOK®-aligned forms you need to quickly and easily implement project management concepts and practices.

Improve your understanding of Scrum through the proven experience and collected wisdom of experts around the world. Based on real-life experiences, the 97 essays in this unique book provide a wealth of knowledge and expertise from established practitioners who have dealt with specific problems and challenges with Scrum. You'll find out more about the rules and roles of this framework, as well as tactics, strategies, specific patterns to use with Scrum, and stories from the trenches. You'll also gain insights on how to apply, tune, and tweak Scrum for your work. This guide is an ideal resource for people new to Scrum and those who want to assess and improve their understanding of this framework. "Scrum Is Simple. Just Use It As Is.," Ken Schwaber "The 'Standing Meeting,'" Bob Warfield "Scrum Events Are Rituals to Ensure Good Harvest," Jasper Lamers "Agile Is More than Sprinting," James W. Grenning

The Principles of Project Management lays out clear steps that anyone can follow to get projects done right, and delivered on time. This full color book covers: Why Project Management is important The 6 fundamental truths of project management Getting started: Discovering, Initiating, Planning and Resourcing a project Getting the Job Done: Executing and controlling Keeping it Smooth: Communication, collaboration and managing change Following through: Ongoing support and maintenance, measuring operational success Resources: Review of various tools, recommended reading, professional resources for project management Short, and to the point, this book aims to do to provide a solid foundation for anyone who finds themselves responsible for executing projects. From the Back Cover Every project you manage will be unique. Scope, budgets, team dynamics, and timeframes will differ. As a project manager, the most important factor in achieving project success will be your understanding of The Principles Of Project Management. This book will show you that project management isn't rocket science: using the information contained in this book, you'll deliver projects on time and on budget, again and again. With The Principles Of Project Management you'll: Learn how to start every project on the right foot. Master the planning, execution, and control of your projects. Discover the secrets of effective communication and change management. Identify project warning signals and learn to keep your projects on track. Understand the benefits of using the right tools, resources, and people. Learn how to give a superstar project handover. And much, much more

Take advantage of today's sky-high demand for data engineers. With this in-depth book, current and aspiring engineers will learn powerful real-world best practices for managing data big and small. Contributors from notable companies including Twitter, Google, Stitch Fix, Microsoft, Capital One, and LinkedIn share their experiences and lessons learned for overcoming a variety of specific and often nagging challenges. Edited by Tobias Macey, host of the popular Data Engineering Podcast, this book presents 97 concise and useful tips for cleaning, prepping, wrangling, storing, processing, and ingesting data. Data engineers, data architects, data team managers, data scientists, machine learning engineers, and software engineers will greatly benefit from the wisdom and experience of their peers. Topics include: The Importance of Data Lineage - Julien Le Dem Data Security for Data Engineers - Katharine Jarmul The Two Types of Data Engineering and Data Engineers - Jesse Anderson Six Dimensions for Picking an Analytical Data Warehouse - Gleb Mezhanskiy The End of ETL as We Know It - Paul Singman Building a Career as a Data Engineer - Vijay Kiran Modern Metadata for the Modern Data Stack - Prukalpa Sankar Your Data Tests Failed! Now What? - Sam Bail

If the projects you manage don't go as smoothly as you'd like, 97 Things Every Project Manager Should Know offers knowledge that's priceless, gained through years of trial and error. This illuminating book contains 97 short and extremely practical tips -- whether you're dealing with software or non-IT projects -- from some of the world's most experienced project managers and software developers. You'll learn how these professionals have dealt with everything from managing teams to handling project stakeholders to runaway meetings and more. While this book highlights software projects, its wise axioms contain project management principles applicable to projects of all types in any industry. You can read the book end to end or browse to find topics that are of particular relevance to you. 97 Things Every Project Manager Should Know is both a useful reference and a source of inspiration. Among the 97 practical tips: "Clever Code Is Hard to Maintain...and Maintenance Is Everything" -- David Wood, Partner, Zepheira "Every Project Manager Is a Contract Administrator" -- Fabio Teixeira de Melo, Planning Manager, Construtora Norberto Odebrecht "Can Earned Value and Velocity Coexist on Reports?" -- Barbee Davis, President, Davis Consulting "How Do You Define 'Finished'"? -- Brian Sam-Bodden, author, software architect "The Best People to Create the Estimates Are the Ones Who Do the Work" -- Joe Zenevitch, Senior Project Manager, ThoughtWorks "How to Spot a Good IT Developer" -- James Graham, independent management consultant "One Deliverable, One Person" -- Alan Greenblatt, CEO, Sciova

Your answer to the software project management gap The Complete Software Project Manager: From Planning to Launch and Beyond addresses an interesting problem experienced by today's project managers: they are often leading software projects, but have no background in technology. To close this gap in experience and help you improve your software project management skills, this essential text covers key topics, including: how to understand software development and why it is so difficult, how to plan a project, choose technology platforms, and develop project specifications, how to staff a project, how to develop a budget, test software development progress, and troubleshoot problems, and what to do when it all goes wrong. Real-life examples, hints, and management tools help you apply these new ideas, and lists of red flags, danger signals, and things to avoid at all costs assist in keeping your project on track. Companies have, due to the nature of the competitive environment, been somewhat forced to adopt new technologies. Oftentimes, the professionals leading the development of these technologies do not have any experience in the tech field—and this can cause problems. To improve efficiency and effectiveness, this groundbreaking book offers guidance to professionals who need a crash course in software project management. Review the basics of software project management, and dig into the more complicated topics that guide you in developing an effective management approach Avoid common pitfalls by perusing red flags, danger signals, and things to avoid at all costs Leverage practical roadmaps, charts, and step-by-step processes Explore real-world examples to see effective software project management in action The Complete Software Project Manager: From Planning to Launch and Beyond is a fundamental resource for professionals who are leading software projects but do not have a background in technology.

In this truly unique technical book, today's leading software architects present valuable principles on key development issues that go way beyond technology. More than four dozen architects -- including Neal Ford, Michael Nygard, and Bill de hOra -- offer advice for communicating with stakeholders, eliminating complexity, empowering developers, and many more practical lessons they've learned from years of experience. Among the 97 principles in this book, you'll find useful advice such as: Don't Put Your Resume Ahead of the Requirements (Nitin Borwankar) Chances Are, Your Biggest Problem Isn't Technical (Mark Ramm) Communication Is King; Clarity and Leadership, Its Humble Servants (Mark Richards) Simplicity Before Generality, Use Before Reuse (Kevlin Henney) For the End User, the Interface Is the System (Vinayak Hegde) It's Never Too Early to Think About Performance (Rebecca Parsons) To be successful as a software architect, you need to master both business and technology. This book tells you what top software architects think is important and how they approach a project. If you want to enhance your career, 97 Things Every Software Architect Should Know is essential reading.

Most of the high-profile cases of real or perceived unethical activity in data science aren’t matters of bad intent. Rather, they occur because the ethics simply aren’t thought through well enough. Being ethical takes constant diligence, and in many situations identifying the right choice can be difficult. In this in-depth book, contributors from top companies in technology, finance, and other industries share experiences and lessons learned from collecting, managing, and analyzing data ethically. Data science professionals, managers, and tech leaders will gain a better understanding of ethics through powerful, real-world best practices. Articles include: Ethics Is Not a Binary Concept—Tim Wilson How to Approach Ethical Transparency—Rado Kotorov Unbiased ? Fair—Doug Hague Rules and Rationality—Christof Wolf Brenner The Truth About AI Bias—Cassie Kozyrkov Cautionary Ethics Tales—Sherrill Hayes Fairness in the Age of Algorithms—Anna Jacobson The Ethical Data Storyteller—Brent Dykes Introducing Ethicize™, the Fully AI-Driven Cloud-Based Ethics Solution!—Brian O’Neill Be Careful with "Decisions of the Heart"—Hugh Watson Understanding Passive Versus Proactive Ethics—Bill Schmarzo

If you're new to project management or need to refresh your knowledge, Project Management Essentials, Third Edition, is the quickest and easiest way to learn how to manage projects successfully. The simple techniques and templates in this book provide you with the essential tools you'll need to be an effective project manager. It's as simple as that. Read the book and discover: How to plan well - to decide on the right things to do; The key skills and knowledge you'll need to be effective; How to create an effective charter to start projects off right; Guidelines for building a usable project plan; Tips for breaking project work into manageable pieces; Techniques for estimating project cost and schedule; How to build a team; Strategies to deal with conflict, change, and risk; How to report on the progress of the project and keep everyone concerned happy. Project Management Essentials is written in short, clear chapters to make project management more easily understood. The authors, all valued senior faculty of PM College, use both their business experience and their academic backgrounds to make these chapters come alive. This updated edition complies with the latest project management standard, the PMBOK Guide 5th Edition.

Updated concepts and tools to set up project plans, schedule work, monitor progress-and consistently achieve desired project results.In today's time-based and cost-conscious global business environment, tight project deadlines and stringent expectations are the norm. This classic book provides businesspeople with an excellent introduction to project management, supplying sound, basic information (along with updated tools and techniques) to understand and master the complexities and nuances of project management. Clear and down-to-earth, this step-by-step guide explains how to effectively spearhead every stage of a project-from developing the goals and objectives to managing the project team-and make project management work in any company. This updated second edition includes: * New material on the Project Management Body of Knowledge (PMBOK) * Do's and don'ts of implementing scheduling software* Coverage of the PMP certification offered by the Project Management Institute* Updated information on developing problem statements and mission statements* Techniques for implementing today's project management technologies in any organization-in any industry.

In recent years, our world has experienced a profound shift and progression in available computing and knowledge sharing innovations. These emerging advancements have developed at a rapid pace, disseminating into and affecting numerous aspects of contemporary society. This has created a pivotal need for an innovative compendium encompassing the latest trends, concepts, and issues surrounding this relevant discipline area. During the past 15 years, the Encyclopedia of Information Science and Technology has become recognized as one of the landmark sources of the latest knowledge and

discoveries in this discipline. The Encyclopedia of Information Science and Technology, Fourth Edition is a 10-volume set which includes 705 original and previously unpublished research articles covering a full range of perspectives, applications, and techniques contributed by thousands of experts and researchers from around the globe. This authoritative encyclopedia is an all-encompassing, well-established reference source that is ideally designed to disseminate the most forward-thinking and diverse research findings. With critical perspectives on the impact of information science management and new technologies in modern settings, including but not limited to computer science, education, healthcare, government, engineering, business, and natural and physical sciences, it is a pivotal and relevant source of knowledge that will benefit every professional within the field of information science and technology and is an invaluable addition to every academic and corporate library.

Improve your understanding of Scrum through the proven experience and collected wisdom of experts around the world. Based on real-life experiences, the 97 essays in this unique book provide a wealth of knowledge and expertise from established practitioners who have dealt with specific problems and challenges with Scrum. You'll find out more about the rules and roles of this framework, as well as tactics, strategies, specific patterns to use with Scrum, and stories from the trenches. You'll also gain insights on how to apply, tune, and tweak Scrum for your work. This guide is an ideal resource for people new to Scrum and those who want to assess and improve their understanding of this framework. "Scrum Is Simple. Just Use It As Is.," Ken Schwaber "The 'Standing Meeting,'" Bob Warfield "Specialization Is for Insects," James O. Coplien "Scrum Events Are Rituals to Ensure Good Harvest," Jasper Lamers "Servant Leadership Starts from Within," Bob Galen "Agile Is More than Sprinting," James W. Grenning 97 Things Every Project Manager Should KnowCollective Wisdom from the Experts"O'Reilly Media, Inc."

The pervasiveness of and universal access to modern Information and Communication Technologies has enabled a popular new paradigm in the dissemination of information, art, and ideas. Now, instead of relying on a finite number of content providers to control the flow of information, users can generate and disseminate their own content for a wider audience. Open Source Technology: Concepts, Methodologies, Tools, and Applications investigates examples and methodologies in user-generated and freely-accessible content available through electronic and online media. With applications in education, government, entertainment, and more, the technologies explored in these volumes will provide a comprehensive reference for web designers, software developers, and practitioners in a wide variety of fields and disciplines.

There are many different types and causes of trauma and stress in the workplace that can impact employee behavior and performance. Corporations have a social responsibility to assist in the overall wellbeing of their employees by ensuring that their leaders are emotionally intelligent and that their organization is compliant with moral business standards. Occupational Stress: Breakthroughs in Research and Practice xamines the psychological, physical, and physiological effects of a negative work environment. It also explores how to cope with work-related stress. Highlighting a range of topics such as job satisfaction, work overload, and work-life balance, this publication is an ideal reference source for managers, professionals, researchers, academicians, and graduate-level students in a variety of fields.

Managing people is difficult wherever you work. But in the tech industry, where management is also a technical discipline, the learning curve can be brutal—especially when there are few tools, texts, and frameworks to help you. In this practical guide, author Camille Fournier (tech lead turned CTO) takes you through each stage in the journey from engineer to technical manager. From mentoring interns to working with senior staff, you'll get actionable advice for approaching various obstacles in your path. This book is ideal whether you're a new manager, a mentor, or a more experienced leader looking for fresh advice. Pick up this book and learn how to become a better manager and leader in your organization. Begin by exploring what you expect from a manager Understand what it takes to be a good mentor, and a good tech lead Learn how to manage individual members while remaining focused on the entire team Understand how to manage yourself and avoid common pitfalls that challenge many leaders Manage multiple teams and learn how to manage managers Learn how to build and bootstrap a unifying culture in teams

Site reliability engineering (SRE) is more relevant than ever. Knowing how to keep systems reliable has become a critical skill. With this practical book, newcomers and old hats alike will explore a broad range of conversations happening in SRE. You'll get actionable advice on several topics, including how to adopt SRE, why SLOs matter, when you need to upgrade your incident response, and how monitoring and observability differ. Editors Jaime Woo and Emil Stolarsky, co-founders of Incident Labs, have collected 97 concise and useful tips from across the industry, including trusted best practices and new approaches to knotty problems. You'll grow and refine your SRE skills through sound advice and thought-provokingquestions that drive the direction of the field. Some of the 97 things you should know: "Test Your Disaster Plan"--Tanya Reilly "Integrating Empathy into SRE Tools"--Daniella Niyonkuru "The Best Advice I Can Give to Teams"--Nicole Forsgren "Where to SRE"--Fatema Boxwala "Facing That First Page"--Andrew Louis "I Have an Error Budget, Now What?"--Alex Hidalgo "Get Your Work Recognized: Write a Brag Document"--Julia Evans and Karla Burnett

The landmark project management reference, now in a new edition Now in a Tenth Edition, this industry-leading project management "bible" aligns its streamlined approach to the latest release of the Project Management Institute's Project Management Body of Knowledge (PMI®'s PMBOK® Guide), the new mandatory source of training for the Project Management Professional (PMP®) Certificat-ion Exam. This outstanding edition gives students and professionals a profound understanding of project management with insights from one of the best-known and respected authorities on the subject. From the intricate framework of organizational behavior and structure that can determine project success to the planning, scheduling, and controlling processes vital to effective project management, the new edition thoroughly covers every key component of the subject. This Tenth Edition features: New sections on scope changes, exiting a project, collective belief, and managing virtual teams More than twenty-five case studies, including a new case on the Iridium Project covering all aspects of project management 400 discussion questions More than 125 multiple-choice questions (PMI, PMBOK, PMP, and Project Management Professional are registered marks of the Project Management Institute, Inc.)

The all-inclusive guide to exceptional project management The Fast Forward MBA in Project Management is the comprehensive guide to real-world project management methods, tools, and techniques. Practical, easy-to-use, and deeply thorough, this book gives you answers you need now. You'll find the cutting-edge ideas and hard-won wisdom of one of the field's leading experts, delivered in short, lively segments that address common management issues. Brief descriptions of important concepts, tips on real-world applications, and compact case studies illustrate the most sought-after skills and the pitfalls you should watch out for. This new fifth edition features new case studies, new information on engaging stakeholders, change management, new guidance on using Agile techniques, and new content that integrates current events and trends in the project management sphere. Project management is a complex role, with seemingly conflicting demands that must be coordinated into a single, overarching, executable strategy — all within certain time, resource, and budget constraints. This book shows you how to get it all together and get it done, with expert guidance every step of the way. Navigate

complex management issues effectively Master key concepts and real-world applications Learn from case studies of today's leading experts Keep your project on track, on time, and on budget From finding the right sponsor to clarifying objectives to setting a realistic schedule and budget projection, all across different departments, executive levels, or technical domains, project management incorporates a wide range of competencies. The Fast Forward MBA in Project Management shows you what you need to know, the best way to do it, and what to watch out for along the way.

If you create, manage, operate, or configure systems running in the cloud, you're a cloud engineer--even if you work as a system administrator, software developer, data scientist, or site reliability engineer. With this book, professionals from around the world provide valuable insight into today's cloud engineering role. These concise articles explore the entire cloud computing experience, including fundamentals, architecture, and migration. You'll delve into security and compliance, operations and reliability, and software development. And examine networking, organizational culture, and more. You're sure to find 1, 2, or 97 things that inspire you to dig deeper and expand your own career. "Three Keys to Making the Right Multicloud Decisions," Brendan O'Leary "Serverless Bad Practices," Manases Jesus Galindo Bello "Failing a Cloud Migration," Lee Atchison "Treat Your Cloud Environment as If It Were On Premises," Iyana Garry "What Is Toil, and Why Are SREs Obsessed with It?", Zachary Nickens "Lean QA: The QA Evolving in the DevOps World," Theresa Neate "How Economies of Scale Work in the Cloud," Jon Moore "The Cloud Is Not About the Cloud," Ken Corless "Data Gravity: The Importance of Data Management in the Cloud," Geoff Hughes "Even in the Cloud, the Network Is the Foundation," David Murray "Cloud Engineering Is About Culture, Not Containers," Holly Cummins

Ongoing advancements in modern technology have led to significant developments in intelligent systems. With the numerous applications available, it becomes imperative to conduct research and make further progress in this field. Intelligent Systems: Concepts, Methodologies, Tools, and Applications contains a compendium of the latest academic material on the latest breakthroughs and recent progress in intelligent systems. Including innovative studies on information retrieval, artificial intelligence, and software engineering, this multi-volume book is an ideal source for researchers, professionals, academics, upper-level students, and practitioners interested in emerging perspectives in the field of intelligent systems.

Tap into the wisdom of experts to learn what every UX practitioner needs to know. With 97 short and extremely useful articles, you'll discover new approaches to old problems, pick up road-tested best practices, and hone your skills through sound advice. Working in UX involves much more than just creating user interfaces. UX teams struggle with understanding what's important, which practices they should know deeply, and what approaches aren't helpful at all. With these 97 concise articles, editor Dan Berlin presents a wealth of advice and knowledge from experts who have practiced UX throughout their careers. Bring Themes to Exploratory Research--Shanti Kanhai Design for Content First--Marli Mesibov Design for Universal Usability--Ann Chadwick-Dias Be Wrong on Purpose--Skyler Ray Taylor Diverse Participant Recruiting Is Critical to Authentic User Research--Megan Campos Put On Your InfoSec Hat to Improve Your Designs--Julie Meridian Boost Your Emotional Intelligence to Move from Good to Great UX--Priyama Barua

Offers a collection of essays on philosophies and strategies for defining, leading, and managing projects. This book explains to technical and non-technical readers alike what it takes to get through a large software or web development project. It does not cite specific methods, but focuses on philosophy and strategy.

For those considering Extreme Programming, this book provides no-nonsense advice on agile planning, development, delivery, and management taken from the authors' many years of experience. While plenty of books address the what and why of agile development, very few offer the information users can apply directly.

This volume provides students with accessible and easy-to-follow strategies for tackling the major types of documents, from writing reports to job applications. Interactive exercises are included to provide engaging scenarios for writing practice.

In Collaboration Tools for Project Managers, Elizabeth Harrin builds upon her 2010 book, Social Media for Project Managers, by providing the latest information, success stories, and an easy-to-follow guide to implementing online collaboration tools and helping to overcome obstacles. In order to communicate faster, work virtually with people across the globe, and get better business results, project teams should explore how online collaboration tools can deliver project success and improve business value.

If you want to push your Java skills to the next level, this book provides expert advice from Java leaders and practitioners. You’ll be encouraged to look at problems in new ways, take broader responsibility for your work, stretch yourself by learning new techniques, and become as good at the entire craft of development as you possibly can. Edited by Kevlin Henney and Trisha Gee, 97 Things Every Java Programmer Should Know reflects lifetimes of experience writing Java software and living with the process of software development. Great programmers share their collected wisdom to help you rethink Java practices, whether working with legacy code or incorporating changes since Java 8. A few of the 97 things you should know: "Behavior Is Easy, State Is Hard"—Edson Yanaga “Learn Java Idioms and Cache in Your Brain”—Jeanne Boyarsky “Java Programming from a JVM Performance Perspective”—Monica Beckwith "Garbage Collection Is Your Friend"—Holly K Cummins “Java's Unspeakable Types”—Ben Evans "The Rebirth of Java"—Sander Mak “Do You Know What Time It Is?”—Christin Gorman

Tap into the wisdom of experts to learn what every engineering manager should know. With 97 short and extremely useful tips for engineering managers, you'll discover new approaches to old problems, pick up road-tested best practices, and hone your management skills through sound advice. Managing people is hard, and the industry as a whole is bad at it. Many managers lack the experience, training, tools, texts, and frameworks to do it well. From mentoring interns to working in senior management, this book will take you

through the stages of management and provide actionable advice on how to approach the obstacles you'll encounter as a technical manager. A few of the 97 things you should know: "Three Ways to Be the Manager Your Report Needs" by Duretti Hirpa "The First Two Questions to Ask When Your Team Is Struggling" by Cate Huston "Fire Them!" by Mike Fisher "The 5 Whys of Organizational Design" by Kellan Elliott-McCrea "Career Conversations" by Raquel Vélez "Using 6-Page Documents to Close Decisions" by Ian Nowland "Ground Rules in Meetings" by Lara Hogan

An ideal course text that helps students to identify, manage and solve problems that arise during the lifecycle of projects. This problem-based approach encourages students to develop analytical and problem-solving skills and to get a more complete understanding of the factors that contribute to project success.