

Preface

Managing projects can be as exciting as scheduling the next space shuttle or as mundane as planning routine production-line maintenance. A project can be as rewarding as striking oil or as disastrous as the maiden voyage of the Titanic. Projects can have budgets of \$5 or \$5,000,000. One thing that all projects have in common, however, is their potential for success or failure — the promise that if you do it right, you'll accomplish your goal.

Why You Need This Book

Microsoft Project is a tool for implementing project management principles and practices that can help you succeed. That's why this book provides not only the information about which buttons to press and where to type project dates but also the conceptual framework to make computerized project management work for you.

How it's designed

This book strives to offer real-world examples of projects from many industries and disciplines. You'll see yourself and your own projects somewhere in this book. A wealth of tips and advice show you how to address, control, and overcome real-world constraints. The book is designed to work for you in two ways:

- **As a tutorial.** You can use *Microsoft Project 2007 Bible* as a linear tool to learn Project — from the ground up.
- **As a reference.** You can put it on the shelf and use it as your Project reference book, to be pulled down as needed — for advice, information, and step-by-step procedures.

Either way, this book will enrich your Microsoft Project experience and make you a better project manager.

Whom it's for

Unlike word processing or spreadsheet software, many of you may have come to project management software never having used anything quite like it before. You may also have used earlier versions of Project or other project management software.