5 Most Common Mistakes in Managing Multiple Projects - Project Planning (Part 2 of 5)

If you’re a project manager of a business company, you possibly will have multiple projects in progress in the same period of time. But keeping track of all the ongoing projects can become complex, and complicated. Without a decent process for managing multiple projects at a time, it’s tough to recognize what work to prioritize, how to support your team effectively manage their load, and if everything is all getting done on time.

While managing multiple projects project managers often make a few mistakes. In our previous part, we have discussed the mistake of mismanagement and direction in project management. In this part, we will discuss the most important mistake that the utmost project managers do. Numerous projects failed to accomplish the ultimate goal only for lack of proper project planning. Despite having capable team members still projects failed only for the proper project planning.

Mistake #2 – Inconsiderate Project Planning

It is a huge fault, without making proper planning to run the projects. Keep that mind, one of the utmost significant reasons for project management letdown is the lack of perfect project plans. A proper project plan that is non-existent, unexploited, out-of-date, inadequate, or poorly created leads to mistakes in project accomplishment.

Most of the project managers make mistakes in project management are due to a deficiency of well-organized and up-to-date project plans. As soon as you fail to keep your project plans updated, you flop to monitor and stimulus the development of any of your ongoing projects. You also culmination up being tiring for longer than you need to be, and even gusting your budget. As a result, your team members end up with postponements in the accomplishment of their tasks or projects. And this all in a straight-line affects your project delivery date. So eventually you will fail in managing the projects.

#Winning Strategy – 2: Make Realistic Plans and Always Try To Be Up-to-date

The winning strategy from this mistake is making a proper realistic plan. And also you have to be up-to-date always with your all the working strategies and procedures. For making a realistic plan and remaining up-to-date 3 things you have to consider always.

#1 – Review, Review, and Review

If you’re a project manager and you want all of your projects to be accomplished on time and keeping budget in consideration, then it’s vital to check the development of each of your projects on a If you want all of your projects to be completed on time and on (or under) budget, it’s important to check the progress of each of your projects on a regular basis. Your team members must have faith in their project's goalmouths and schedule. For this to ensure, your duty is to review and update your plans frequently; or else, your plans will turn out to be useless. So, remember this for managing multiple projects at a time you need to review, review and review the progress and plans of your ongoing project.

#2 – Make Your Plan Flexible

When you are a project manager and you are managing multiple projects at a time, then you need to be prepared to promptly respond to unpredicted changes within a project and adjust your plan for them. So, you should make a flexible plan.

#3 – Keep All Information Together

Always try to keep all the information about projects in the same place. So that you can easily able to change anything or update anything. Combine your all information and data regarding the projects and keep all project-related files in one place. Make it straightforwardly accessible to the proper people. Having all the information and data at hand will permit you to know where each of your project’s stances at any given instant.