Chapter Eight
Project Monitoring and Controlling
Schedule

It is important to have a schedule,

But it is more important to use it.
Component of Controlling

- Monitoring: understanding what is happening on a project.

- Controlling: consists of action taken in response to the information.
Monitoring

- The first step to use schedule, is to monitor progress in relation to the schedule.

- Monitoring consists of receiving or maintaining accurate reports of the events that have taken place on the project, and the specific work items that have been accomplished.
Effective Scheduling

- Must be an accurate reflection of the way the job actually constructed.

- Must be sufficiently flexible to accommodate changes and also to predict their impact.

- Must allow for correction as necessary to keep the schedule current or up to date.
Communication

- Two aspects of communication are worth pointing out at this time:

  - Communicate relevant information about the schedule to the field person.

  - Information obtained from the field personnel is important.
As Built Schedules

- As built schedule reflects the actual occurrence times

for all major project activities.