

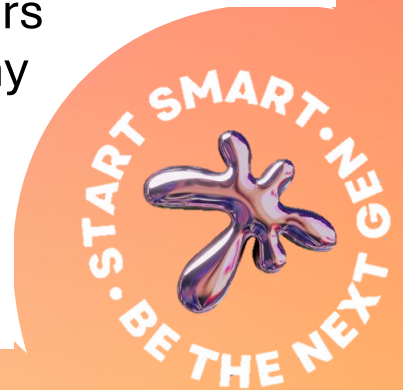
Project Management with AI





Project Management

- Introduction video
 - Video: TOP 10 AI tools for Project Managers
 - Podcast: AI for Project Management: Best Practices and Tips
 - Prompt exercises
 - Further reading
-
- This study pack takes about 1-2 hours to complete depending on how many prompt exercises you'll try.



Watch the introduction video!

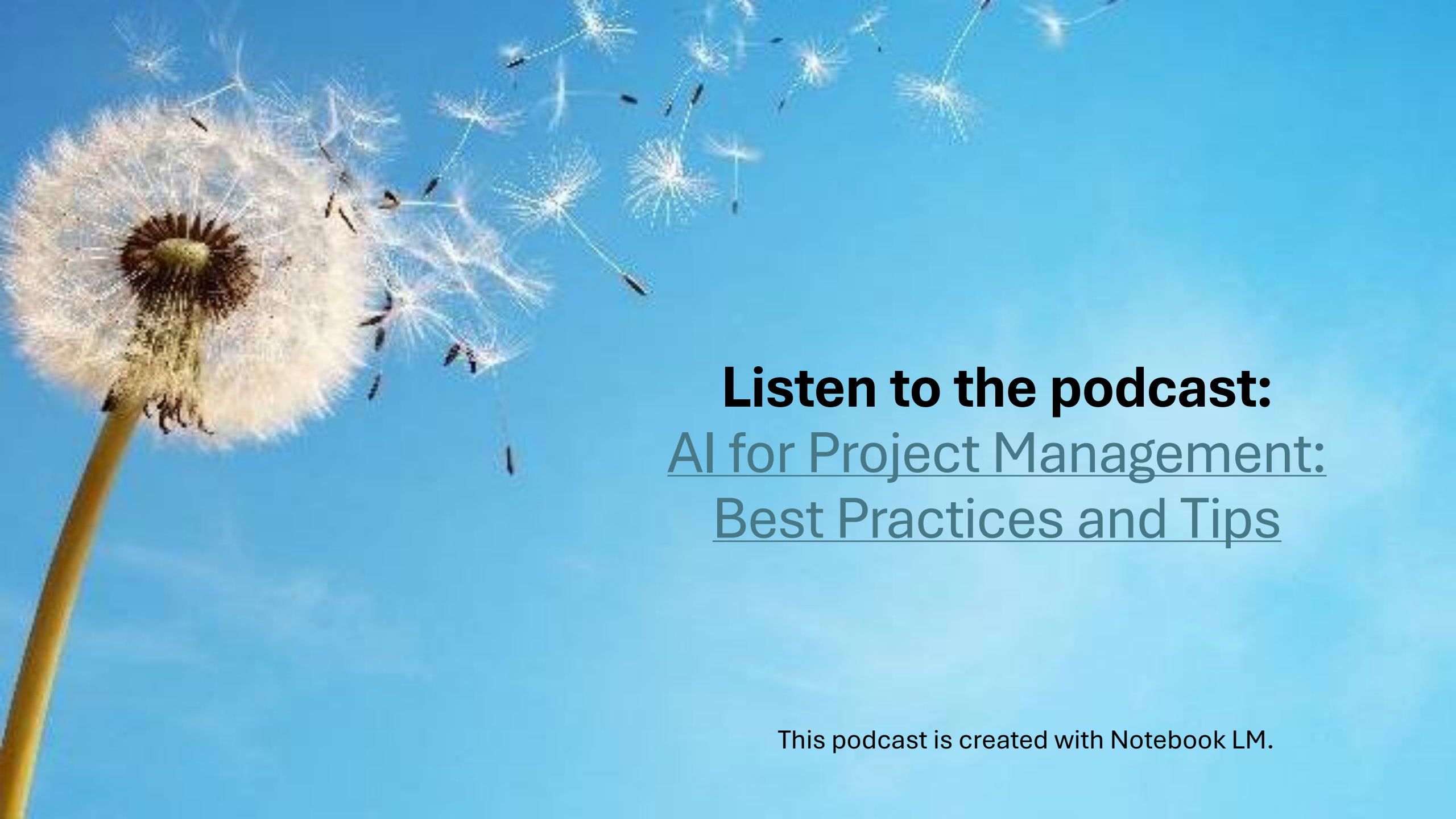


This video is created with HeyGen.



Watch the video on AI tools for projects





Listen to the podcast:
AI for Project Management:
Best Practices and Tips

This podcast is created with Notebook LM.

Hands-on prompting exercises 1/2

Prep: Start with a project charter (scope, timeline, team roles) as text. Remember to anonymize it if necessary.

1. Automated Work Breakdown Structure

- **Prompt:** “Here’s our project charter. Break it down into at least 12 tasks, group into milestones, and estimate durations in days.”
- **Goal:** Practice converting narrative scope into structured WBS.

2. Intelligent Scheduling & Resource Assignment

- **Prompt:** “Using the WBS from Exercise 1 and this resource pool [names and competencies], generate a Gantt-style schedule and assign resources to each task.”
- **Goal:** See how LLM handles dependencies and assignments.

3. Predictive Risk Identification

- **Prompt:** “Based on this schedule, identify the top five tasks at highest risk of delay and suggest one mitigation action per task.”
- **Goal:** Explore AI’s risk-scoring and recommendation capabilities.



Hands-on prompting exercises 2/2

4. Automated Status Report

- **Prompt:** “Here are this week’s completion percentages per task. Draft a 5-slide executive update covering progress, risks, and next-step recommendations.”
- **Goal:** Experience AI-driven reporting and refine narrative tone.

5. Automated Communication Plan

- **Prompt:** “Here’s a summary of our project (scope, stakeholders, milestones, key deliverables). Create a stakeholder communication plan table with columns: Stakeholder Group, Information Needs, Frequency, Channel, and Owner.”
- **Goal:** Learn to have LLM structure a clear, concise communication plan that you can plug directly into your project documentation.

6. Retrospective & Lessons-Learned Summary

- **Prompt:** “Below is a timeline of our project’s phases and completion dates, plus a brief note on pros and cons for each phase. Summarize five key lessons learned,”
- **Goal:** Practice using LLM to distill a full project history into actionable insights and recommendations for continuous improvement.



Further reading

- **Shaping the Future of Project Management With AI**
<https://www.pmi.org/learning/thought-leadership/ai-impact/shaping-the-future-of-project-management-with-ai>
- **The Future of Project Management with AI: Unlocking New Workflows**
<https://www.itsdart.com/blog/generative-ai-for-project-managers>
- **5 Project Management Tips from Gartner and Forrester Research**
<https://www.epicflow.com/blog/5-project-management-tips-from-gartner-and-forrester-research/>
- **AI for Project Management: Tools and Best Practices**
<https://www.atlassian.com/work-management/project-management/ai-project-management>
- **AI Best Practices for Project Management**
<https://www.atlassian.com/blog/artificial-intelligence/ai-best-practices>



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Join our
AI enhanced
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START SMART.
BE THE NEXT GEN.

A shiny, metallic, stylized star or cross shape with five arms, rendered in a 3D effect with reflections and a blue-to-purple gradient. It is positioned in the center of the circular text.

☀️ Training is FREE for participants! ☀️

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UPBEAT

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**Upskilling Immigrants for
Business Planning and Entrepreneurship
using AI Technologies**

