Project Management Frameworks & Methodologies

Project Management Abbreviations

Abbreviation	Meaning
PMBOK	Project Management Body of Knowledge
PMI	Project Management Institute
WBS	Work Breakdown Structure
PERT	Program Evaluation and Review Technique
CPM	Critical Path Method
Agile	(Not an acronym – Agile Methodology)
Scrum	(Not an acronym – Agile Framework)
Lean	(Not an acronym – methodology to minimize waste)
Kanban	(Not an acronym – visual workflow)
RACI	Responsible, Accountable, Consulted, Informed

Project Planning & Documents

Abbreviation	Meaning
SOW	Statement of Work
BRD	Business Requirements Document
KPI	Key Performance Indicator
SLA	Service Level Agreement
MoSCoW	Must have, Should have, Could have, Won’t have
SWOT	Strengths, Weaknesses, Opportunities, Threats

Project Cost, Schedule, & Risk

Abbreviation	Meaning
EVM	Earned Value Management
ETC	Estimate to Complete
EAC	Estimate at Completion
BAC	Budget at Completion
AC	Actual Cost
EV	Earned Value
PV	Planned Value
CPI	Cost Performance Index
SPI	Schedule Performance Index
IRR	Internal Rate of Return
NPV	Net Present Value
ROI	Return on Investment
TCO	Total Cost of Ownership
PERT	Program Evaluation Review Technique (again— also used in cost/schedule)

Teams, Communication & Stakeholders

Abbreviation	Meaning
SME	Subject Matter Expert
QA	Quality Assurance
QC	Quality Control
OPA	Organizational Process Assets
EEF	Enterprise Environmental Factors

Technology & Tools

Abbreviation	Meaning
RFP	Request for Proposal
RFQ	Request for Quote
ROI	Return on Investment
RAID	Risks, Assumptions, Issues, Dependencies
CRUD	Create, Read, Update, Delete
SaaS	Software as a Service
PaaS	Platform as a Service
IaaS	Infrastructure as a Service

Security & Compliance (Light Coverage on PK0-005)

Abbreviation	Meaning
GDPR	General Data Protection Regulation
HIPAA	Health Insurance Portability and Accountability Act
NIST	National Institute of Standards and Technology
SOX	Sarbanes-Oxley Act

Documents by Project Stage

1. Initiation Phase

Document	Purpose
Business Case	Justifies the project; explains expected value, ROI, and strategic alignment.
Feasibility Study	Evaluates whether the project is technically, financially, and legally viable.
Project Charter	Officially authorizes the project; defines high-level scope, objectives, stakeholders, and PM authority.
Stakeholder Register	Lists all stakeholders, their interests, influence, and engagement strategy.

2. Planning Phase

Document	Purpose
Project Management Plan	Master plan covering all aspects like scope, schedule, cost, quality, communication, risk, procurement, etc.
Scope Statement / Scope Doc	Defines what's in and out of scope, deliverables, constraints, and assumptions.
Work Breakdown Structure (WBS)	Breaks project into smaller tasks or work packages.
Schedule / Gantt Chart	Lays out task timelines, dependencies, and milestones.
Resource Plan	Details people, tools, and equipment needed.
Budget / Cost Management Plan	Defines project costs, estimates, and control methods.
Communication Plan	Describes how and when information will be shared.
Risk Management Plan	Identifies risks, risk owners, mitigation strategies.
Quality Management Plan	Defines quality standards and how to achieve/measure them.
Procurement Plan	Outlines how goods/services will be acquired.
Change Management Plan	Establishes process for handling scope or schedule changes.

3. Execution Phase

Document	Purpose
Work Performance Data	Raw execution data (e.g., task progress, time, costs).
Meeting Minutes	Summarizes discussions and action items.
Issue Log	Tracks project issues, their status, and resolutions.
Change Requests / Change Log	Documents requested or approved project changes.
Procurement Contracts	Agreements with vendors/suppliers.
Deliverable Acceptance Docs	Confirms that completed deliverables meet requirements.

4. Monitoring & Controlling Phase

Document	Purpose
Performance Reports	Reports on project status (e.g., schedule, budget, quality).
Risk Register (Updated)	Tracks ongoing risks and response effectiveness.
Change Log (Updated)	Records approved/denied changes and their impacts.
Quality Audit Reports	Ensures adherence to quality standards.
Forecasts (EAC, ETC)	Predicts future performance based on current data.
Variance Reports (e.g., CPI, SPI)	Show deviations from baseline plans.

5. Closing Phase

Document	Purpose
Final Project Report	Summarizes outcomes, performance, lessons learned.
Lessons Learned Register	Captures insights and recommendations for future projects.
Final Deliverables Sign-Off	Customer or sponsor formally accepts the work.
Closure Checklist	Ensures all tasks, documents, and contracts are completed.
Contract Closure Docs	Confirms all procurement terms are fulfilled.
Archive / Knowledge Transfer Docs	Stores project assets for future use.

Project+ Chart & Diagram Types

Chart / Diagram	Purpose / What It Shows
Gantt Chart	Visual timeline of tasks across a project; shows start/end dates, task durations, and dependencies.
PERT Chart	Shows task dependencies and time estimates (Optimistic, Pessimistic, Most Likely); used to estimate overall project duration.
Network Diagram	Visualizes task sequences and dependencies (used for critical path analysis).
Critical Path Diagram	Highlights the longest path of dependent tasks and identifies tasks that cannot be delayed without affecting project completion.
Work Breakdown Structure (WBS)	Hierarchical decomposition of project deliverables into smaller, manageable tasks.
RACI Matrix	Responsibility assignment matrix showing who is Responsible, Accountable, Consulted, and Informed for tasks.
Risk Register	A document or table, often visualized, listing identified risks, their severity, probability, mitigation plans, and owners.
Issue Log	Table or document tracking project issues, their status, and resolutions.
Burndown Chart	Used in Agile to show remaining work over time in a sprint or project.
Histogram	Visualizes distribution of data, e.g., resource usage or task durations.
Pareto Chart	Bar chart + line graph combo showing causes of problems in descending order; used for identifying the most significant issues (80/20 Rule).
Fishbone Diagram (Ishikawa)	Used to identify root causes of problems by categorizing potential sources of failure.
Flowchart	Illustrates sequential steps in a process or system. Helps define workflows and process logic.
Scatter Diagram	Shows correlation between two variables (e.g., testing defects over time).
Run Chart	Displays data points over time to show trends or patterns in a process.
Control Chart	Used in quality management to monitor process stability and variation over time.

Chart / Diagram	Purpose / What It Shows
Resource Histogram	Bar chart showing resource usage over time (helps spot under/overutilization).
Organizational Chart	Hierarchical diagram showing team structure and reporting relationships.