



keynote

Utilities & Tools

For programme and project management

INTRODUCTION


In the course of our work we have developed a range of utilities and tools to support common programme and project management tasks.

All are extremely simple, sometimes just a template, but simplify or automate a task we have previously found tedious or error prone. They are intended to be easy to install in any corporate environment and use commonly available products such as Excel and Microsoft Project.

CURRENT TOOLS LIST

Name	Description
CropMan	Compiles consolidated resource usage summaries across multiple independent Microsoft Project plans. Will also allocate resource availability to independent plans in accordance with a single central resource sharing strategy. Used for spotting overloaded resources and planning/managing resources shared across projects in simple programme management situations.
PlanWatcher	Automatically compares critical dates between Microsoft Project plans and produces a simple report of deviations without having to examine them manually. Compared plans can have completely different structures and levels of detail and comparison is unaffected by most plan editing/refining. Used for checking programme against project plans, supplier plans against baseline contracts and confirming schedule compatibility between interacting projects.
CubeBuilder	Creates data cubes from tabular input data allowing flexible multi-dimensional analysis of project plans e.g. by time and phase and resource and location and supplier.
StaffGrid	Concise, extensible definitions of approximately 50 roles on IT and business change projects which can be used for consistent planning across projects.
ResourceProf	Simple template for defining and agreeing resource requirements on a project which can then be automatically loaded into a Microsoft Project plan
TreeBuilder	Template for quickly and easily creating/capturing product or work breakdown structures that can then be used to create breakdown structure diagrams automatically.
RepPlanner	Tool which speeds up the creation of Microsoft Project plans containing repeating sequences of tasks such as rollout plans for multiple regions of different sizes. Avoids much tedious data entry and allows what-if plans to be created quickly.
PlanLoader	Template which captures a structured breakdown of tasks together with resource estimates. Once estimates are acceptable, can be loaded into a Microsoft Project plan automatically.
Besto	Estimating tool which supports the development of a product breakdown structures and analysis of effort estimates by product, in order to create project budgets. Once complete, product breakdown structure diagrams and Microsoft Project plans can be created automatically.
ECAP	Project manager's planning and tracking tool for small-medium sized projects. Holds plans and budgets for labour and materials, tracks actuals against plan, supports forecast to completion and graphs performance. Quicker and easier to use than Microsoft Project for overall resource and cost tracking/forecasting.

"Man is a tool-using animal. Without tools he is nothing, with tools he is all"
Thomas Carlyle



Additional utilities and tools continue to be developed and a broad range of document templates are also available.

Utilities and tools are provided free of charge to clients and are available for a small charge to non-clients.

MORE INFORMATION

If you are interested in one of the utilities listed or looking for a bespoke development of something similar please contact us.

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