

Communication Management

Process required to ensure timely and appropriate generation, collection, distribution, storage and ultimate disposition of project information.

Project manager spend the majority of their time to communicate.

Communication management passes by 3 stages:

- **Planning:**

- **Communication Analysis**
- **Communication Technology**
- **Communication Models**
- **Communication Methods**
- **Meetings**

- **Management:**

- **Communication Technology**
- **Communication Models**
- **Communication Methods**
- **Information Management Systems**
- **Performance Reporting**

- **Control :**

Control communication is the process of monitoring and controlling communications throughout the entire project life cycle to insure the information needs of the project stakeholders are met.

- **Inputs**

- Project communication plan
- Project management plan
- Issue log
- Work performance data
- Organizational process assets

- **Tools and Techniques**

- Information management systems
- Expert judgment
- Meetings

- **Outputs**

- Work performance Information
- Change Requests
- Project management plan updates
- Project documents update
- Organizational process assets updates