



# Project Management Self-Assessment

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Graduate degrees prepare USask students for a wide variety of professional contexts. Project Management is one of six competencies you will develop. This professional skill requires individuals to demonstrate effectiveness in:

## Apply a project management framework to a relevant project

- Applying a project management framework is an important professional skill because it enables individuals to effectively plan, organize, and execute projects, ensuring that they are completed on time, within budget, and to the desired quality.

## Assess and apply diverse strategies for responding to conflict within project management

- The ability to respond to conflict within research projects is essential as conflicts can arise due to differing opinions, methodologies, and priorities among team members. Effective conflict resolution skills can improve collaboration, maintain team morale, and prevent delays in the research project, leading to successful project outcomes.

## Use strategies to engage in healthy persistence in the face of ongoing change or obstacles throughout a project

- Graduate students need to persist through challenges, setbacks, and unexpected changes to achieve their research goals. Being persistent in a healthy way allows students to maintain focus, adapt to changing circumstances, and overcome obstacles to complete their research successfully.

## Leverage technology to manage complex projects

- Leveraging technology makes project management more efficient by automating and streamlining processes, enhancing communication and collaboration, providing real-time insights, and enabling effective resource management.

This self-assessment tool is intended to support your ability to identify where your current level of skill resides and what you might do to improve your skill in this area. Each person has unique goals and prior experiences. As such, there are multiple examples of evidence you might have to support competency within each category.





### Apply a project management framework to a relevant project

Indicate with an ✓ on the line below, where you currently have evidence of using a project management framework.

Exploring

Implementing

I have attended seminars on project management.

I have completed a training program on project management.

I have created a customized project management framework that is well-suited to my project, including a project charter, risk management, stakeholder communication, and scheduling.

I have successfully used a project management framework and have evaluated the success of the project plan including a project charter, risk management, stakeholder communication, and scheduling.

Identify any examples of evidence that you could provide:

- Completion of a project management seminar
- Completion of an online project management course (e.g., Edge Mitacs, LinkedIn, etc.)
- Completion of a project charter, risk register, RACI tool, and/or visual timeline
- Other \_\_\_\_\_

### Assess and apply diverse strategies for responding to conflict within project management

Indicate with an ✓ on the line below, where you currently have evidence of responding to conflict.

Exploring

Implementing

I have attended seminars on conflict resolution within group projects.

I have discussed the effectiveness of different conflict resolution strategies in diverse project management contexts.

I have practiced conflict resolution strategies and can effectively assess which strategy is best suited for a given conflict.

I have experience using conflict resolution strategies appropriately and effectively, demonstrating a high degree of skill in managing conflict.

Identify any examples of evidence that you could provide:

- Participation in professional development sessions about responding to conflict within project management.
- Participated in "mock" case studies about mitigating or resolving conflict within project management.
- Effectively used conflict management strategies.
- Portfolio of examples of their application of conflict resolution strategies.
- Analysis of a case study
- Other \_\_\_\_\_

### Use strategies to engage in healthy persistence in the face of ongoing change or obstacles throughout a project

Indicate with an ✓ on the line below, where you currently have evidence of healthy persistence.

Exploring

Implementing

I have attended seminars and/or am reading books about healthy persistence.

I have used my knowledge about healthy persistence to engage in reflection on the strategies to build resilience in the face of ongoing obstacles or change.

I have created flexible clear, actionable goals and have a realistic plan for achieving them.

I use a variety of strategies to overcome obstacles and persist in the face of ongoing change or challenges, including but not limited to surrounding myself with a supportive accountability community and seeking and support as needed.

Identify any examples of evidence that you could provide:

- The creation of a resilience plan that identifies potential challenges and obstacles with appropriate strategies to overcome them.
- Reflections from independent learning that shows how they navigated obstacles and challenges, and what strategies they used to stay motivated and engaged and maintain a positive mindset.
- Regular progress updates that show how the student has adapted their plan in response to ongoing change or obstacles.
- Analysis of a case study
- Other \_\_\_\_\_





### Leverage technology to manage complex projects

Indicate with an ✓ on the line below, where you currently have evidence of leveraging technology to manage complex projects.

Exploring

Implementing

I rely on the use of one or two technologies for communication. For example, email and Power Point.	I rely on the use of one or two technologies for communication and can use advanced functions within the limited technologies.	I have leveraged technology to manage complex projects including timely and appropriate communication and managing time sensitive deliverables.	I have seamlessly used multiple technology options with sophistication to enhance communication and manage time sensitive deliverables.
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**Identify any examples of evidence that you could provide:**

- Concrete examples of how you use technology to improve communication and timeline management throughout a project, and how these tools contributed to the project's success.
- Use of project management software such as Microsoft TEAMS
- Demonstrated ability to manage email effectively using tools such as Gmail or Outlook. You could provide examples of how you used email to communicate with team members, schedule meetings, and share project updates.
- Demonstrated ability to leverage social media platforms such as LinkedIn, Twitter, or Facebook to connect with team members, share project updates, and network with industry professionals.
- Other \_\_\_\_\_

Choose one area you would like to focus on to increase your skill and/or build evidence of this competency.

Project Management Elements	Area of focus
Apply a project management framework to a relevant project	<input type="checkbox"/>
Assess and apply diverse strategies for responding to conflict within project management	<input type="checkbox"/>
Use strategies to engage in healthy persistence in the face of ongoing change or obstacles throughout a project	<input type="checkbox"/>
Leverage technology to improve communication and timeline management throughout a project	<input type="checkbox"/>

Personal action plan to increase your competency in project management:

