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VA | PREVENTION
DIABETES RESEARCH
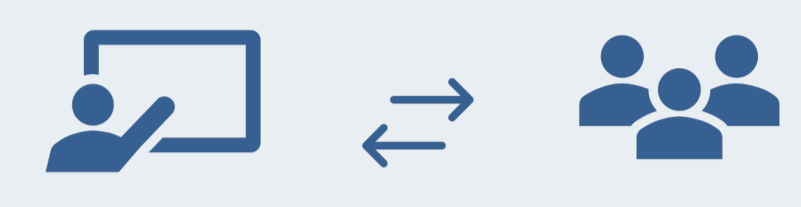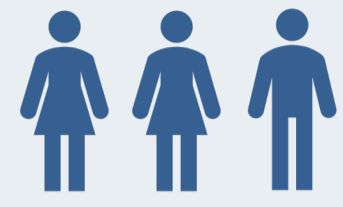
FCT Fundação para a Ciência e a Tecnologia

METHODS

1 PM² methodology v3.0.1 application

PM² was applied by the Principal Investigator (PI), Project Manager (PM) and Project Manager Assistant (PMA). Both the PI and the PM are researchers with training and/or experience with the PMBOK framework whilst the PMA is a student doing a capacity building internship.

2 Project Handbook: purpose

The Project Handbook (PH) documents the approach for implementing the project goals, key controlling processes, policies and rules, plus the overall management approach.

PH   PM² artefacts templates

3 Project Handbook development

The Principal Investigator, Project Manager and Project Manager Assistant developed the Project Handbook based on the PM² templates, through loops of discussion for deciding on aspects such as tailoring, i.e. which artefacts templates would be used.

4 Team involvement

The grant application was a key input for the development process. Involvement of the remaining team members was ensured through a presentation of the draft version in the planning kick-off meeting followed by a period for comments and feedback on the Handbook.

Applying the Project Management Methodology (PM²) to an interdisciplinary R&D project
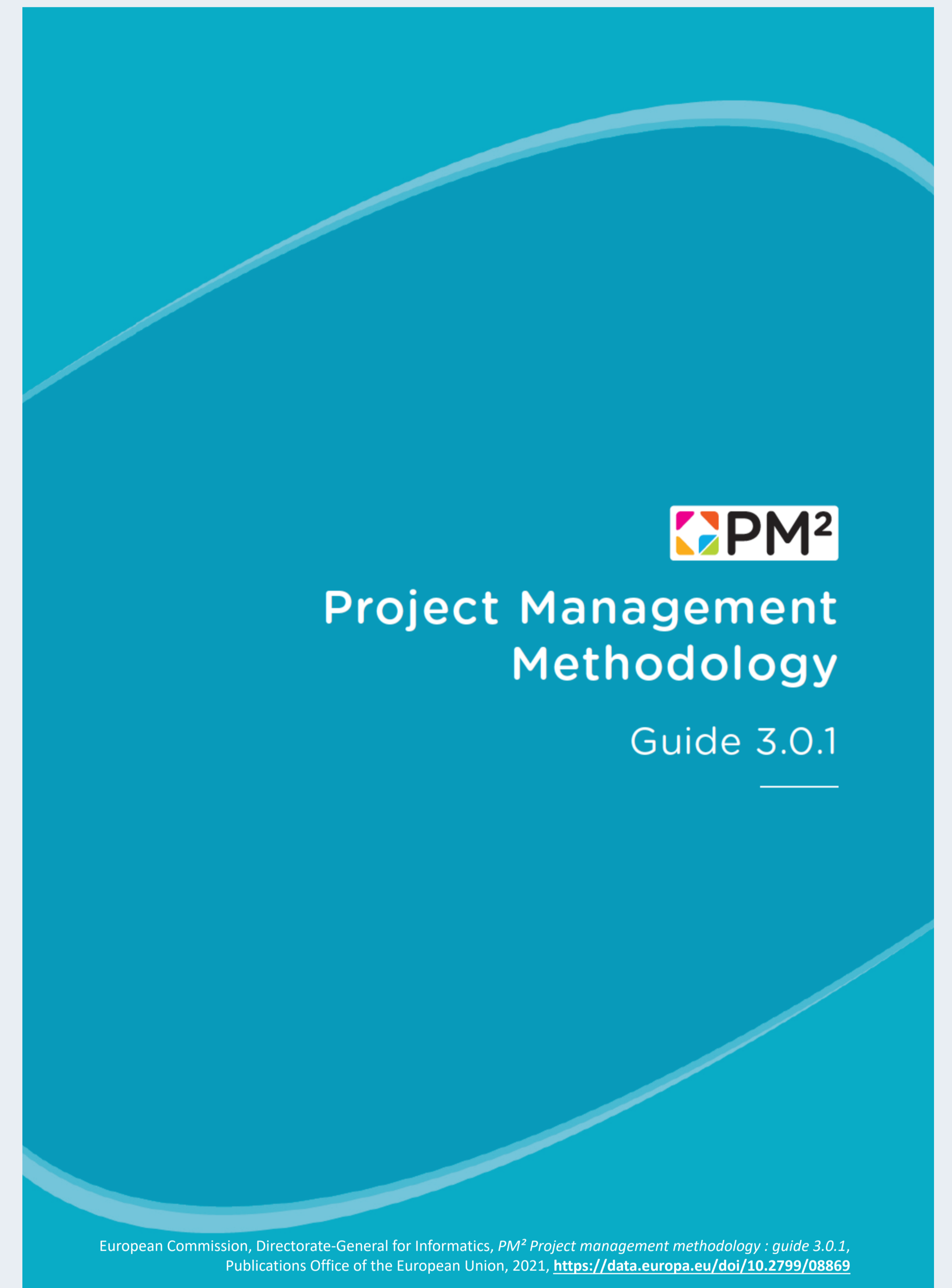
The R&D project

The **VA|PREVENTION project** aims to evaluate the effectiveness, implementation, and cost-effectiveness of a novel person-centred digital intervention to prevent type 2 diabetes in high-risk adults. The project consortium consists of 5 academic partners, supported by national funds with a total budget of EUR 250 K.
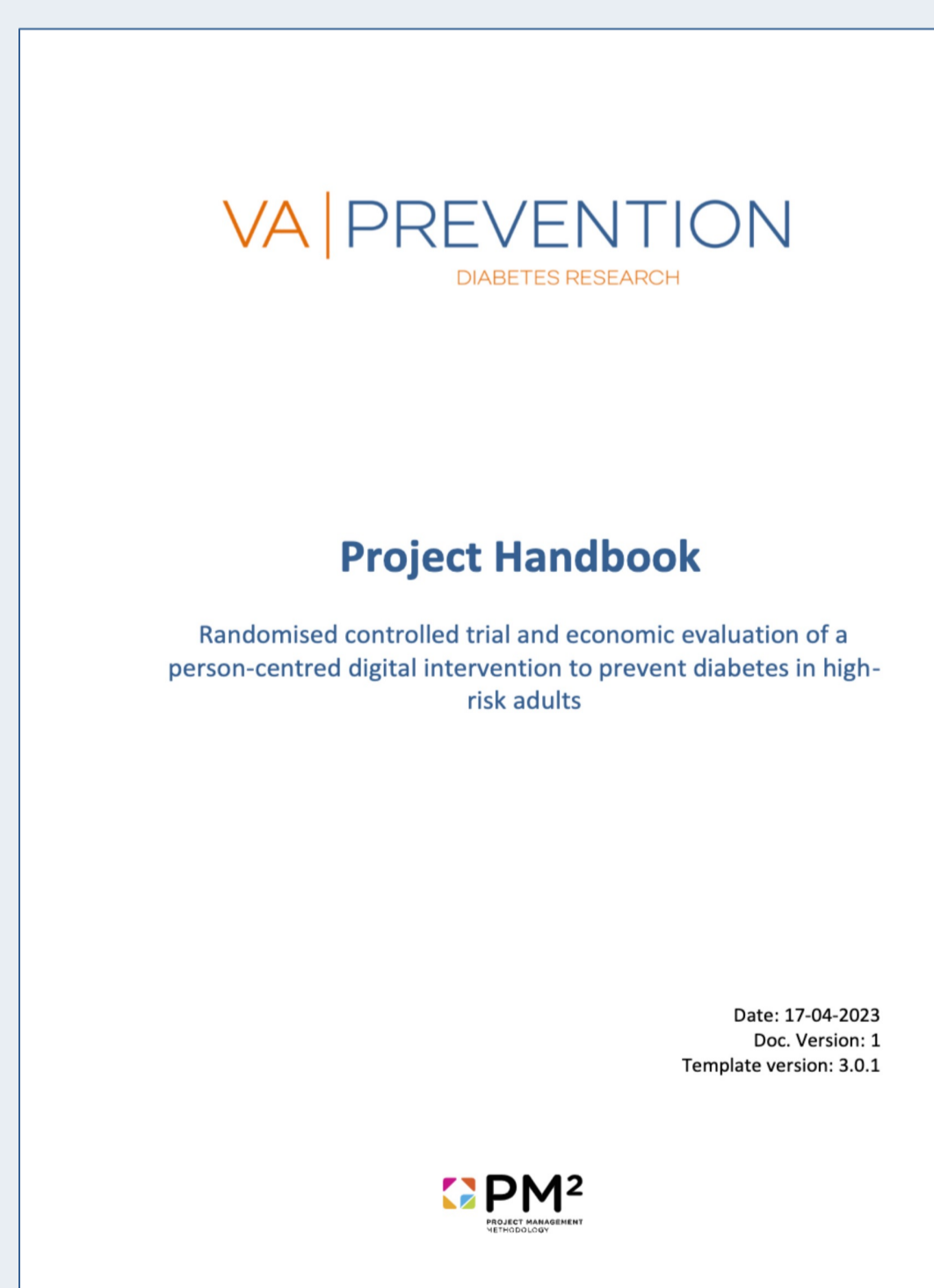
The PM² Methodology

The **PM² methodology**, developed by the European Commission, was selected for waterfall project management, as it provides a structured approach based on acclaimed frameworks and offers a range of open access resources (European Commission, 2021). There is a scarcity of papers reporting the use of PM² in R&D projects.

Aim

This paper contributes to address this gap by **reporting on the application of PM² in the planning phase, to support the development of the Project Handbook**.

PM²
Project Management Methodology
Guide 3.0.1

RESULTS

The **VA|PREVENTION Project Handbook** v.1 is composed of the same 6 sections as the PM² template

Sixteen artefacts templates were excluded; reasons were documented in the Handbook. For example, risk and issue management plans were replaced by descriptions in the Handbook coupled with the use of available artefacts.

Risk log

Decision log

Issue log

A **total of nine additional artefacts** was used; customization was kept to minimum. The Handbook and associated artefacts were stored in the project shared repository, to ensure accessibility

CONCLUSION

The application of PM² methodology to an interdisciplinary R&D project streamlined the development of the Project Handbook and associated artefacts in relation to prior projects. The project type, goal, needs and resources are key considerations for tailoring this methodology. Nonetheless, the process demands skilled human resources and a time commitment that may not align with smaller projects. Worked examples of Handbooks specifically for R&D projects can further enhance efficiency. Furthermore, it may be helpful to avoid falling into the trap of perfectionism and instead embracing the concept of a living document, which can be update based on emerging experiences and regular reviews of the methodology and artefacts

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