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A leader's toolkit for redefining your future



Differentiating Projects from Their Imposters

How to discern a project from a task and identify tasks masquerading as projects

<u>Project</u>	<u>Imposter Type 1 Everyday Tasks & Tactics</u>	<u>Imposter Type 2 Large Tasks & Tactics</u>	<u>Imposter Type 3 Organizational Tasks</u>
<p>A true project is any set of related activities that, upon completion, will transform the face of an organization. Think of projects as organizational building blocks, much like those that make up the foundation and framework of an architectural structure.</p>	<p>While tasks and Tactics are essential to the growth and sustenance of an organization, neither will single-handedly transform the organization the way that a project will. Consider tasks and Tactics as either activities that are needed to maintain status quo or as supporting elements within the larger context of a project.</p>	<p>Often misperceived as projects due to their large size or potentially high consumption of resources, large tasks and Tactics will no more transform the face of an organization than their smaller counterparts. If the tasks and Tactics are not building blocks that transform the organization, they are not projects.</p>	<p>Origin and labeling are not criteria for determining whether a group of activities are projects or not. A high-level decision maker in a corporate office can request that a set of tasks labeled "project" be performed by the manager of a business unit, but unless those tasks fit the true definition of a project, they remain imposters and should be handled as tasks and Tactics.</p>

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NOTE ABOUT TERMINOLOGY: Use the term "project" whenever you are referring to a cluster of related activities that will improve or alter the face of an organization, business unit, group, or department. By protecting the integrity of this definition, you and your staff are more likely to maintain focus and more efficiently use resources to achieve desired outcomes.

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