Project Management Methodologies: Choosing the Most Suitable One for Your Team

As a project manager, choosing the right project management methodology for your team is very important. It can be the difference between whether your project succeeds or not.

You must carefully consider each project management methodology to choose the best that aligns with your project goals, resources and fits your team.

To guide you in making this important decision, we will carefully consider 5 of the most popular project management methodologies and what teams they work best for.

At the end of this read, you would be able to decide which project management methodology would be more suitable for your team.

5 Common Project Management Methodologies

Every team has its own unique needs and there are bound to be several project management methodologies to meet those needs.

But despite the existence of various project management methods, there are certain methodologies that stand out among the many and are commonly used by project managers.

They are:

1. Agile Methodology.

2. Scrum Methodology.

3. Kanban Methodology.

4. Waterfall Methodology.

5. Lean Methodology.

1. Agile Methodology-

It is a modern project management methodology that grew from the dissatisfaction of teams especially software teams with the rigidity/non-flexible nature of the traditional project management methodologies.

It involves adapting changes and feedback from clients and stakeholders during the project cycle. This methodology allows teams to implement customer feedbacks and make corrections while a project is ongoing.

Examples of teams that uses agile methodology are IT and software teams.

Advantages-

- It promotes team engagement and collaboration.

- It encourages teams to review and adjust project early as the project progresses instead of waiting till the end of the project.

Disadvantage-

- It is unpredictable and projects can easily go off track.

It is suitable for:

- **For flexible teams.**

- **For teams where client/stakeholder input is a huge priority.**

2. Scrum Methodology

This method can be said to be a part of the Agile methodology. It involves dividing project tasks into short timelines called 'sprints' (commonly 2 weeks).

Then, team members get together for stand ups daily where every member is updated on the progress of each tasks. At the end of each sprint, a review is done where members reflect and pinpoint improvements for future sprints.

This method is very common with product and software teams.

> *It follows clearly defined roles, regular meetings, and short development cycles called sprints and is beneficial for projects emphasizing teamwork, collaboration, and fast-paced delivery of high-quality results. - Simone Calo, Chief Project Operations Officer, PQE group.*

Advantage-

- It helps team complete projects quickly and improve team collaboration.

Disadvantage-

- It can lead to scope creep as projects lack a definite deadline or end date.

It is more suitable for:

- **For teams with rapidly changing requirements.**

3. Kanban Methodology-

This also falls under Agile methodology. It is a visual representation of project tasks in different columns of a Kanban board. It involves managing work through visual boards and cards.

As the project progresses, you move tasks to the boards they belong e.g in progress, completed/done, etc.

An example of teams that uses Kanban methodology are marketing teams.

Advantages-

- It makes it very easy to track project progress.

- It ensures every team member is on the same page regarding project status.

Disadvantage-

- It can get confusing and overwhelming especially if there are many tasks on your Kanban board.

It is suitable for-

- **For small teams with non-complex projects.**

- **For remote teams as members can easily stay abreast of project progress at all times.**

4. Waterfall Methodology-

This is one of the most common project management methodologies. It involves arranging tasks in a linear manner such that you can only execute the next task after completing the first.

This approach is very common with construction and manufacturing teams.

Advantage-

- Every team member and stakeholder is aware of the project progress at all stages.

Disadvantages-

- You cannot make corrections as the project progresses since everything is defined.

- It encourages rigidity as it does not consider changes that can occur later on.

It is suitable for-

- **For teams whose projects details are defined and non-flexible.**

5. Lean Methodology-

This methodology is all about minimizing wasteful project resources (financial and human) to achieve the most efficient project workflow and results.

[Lean methodology](#) is commonly used in manufacturing and healthcare industries.

> *It emphasizes process efficiency, continuous improvement, and the elimination of non-value adding activities, making it ideal for projects where optimization of resources and efficiency are paramount* - *Micheli Machado, project management professional, Forbes BLK member.*

Advantage-

- It prevents time and resources wastage.

Disadvantage-

- It does not consider uncertainties and unpredictable events that can occur in a project cycle.

It is suitable for-

- **For flexible teams.**

- **For teams with low project budget.**

Factors to Consider in Choosing the Right Project Management Methodology for Your Team

To choose the right project management methodology for your team, there are certain factors you must consider as a project manager. They include:

1. Project Scope and Timeline: What does your project entails? What is your estimated project timeline?

For a project that emphasizes speed, the lean methodology and agile methodology may work best.

2. Flexibility: Does your project allow corrections and feedback as the project progresses?

For example, if your project adapts client's feedback while in progress, the Agile methodology may be the best for your team

3. Team Size: How big is your team? How many team members are on your team?

4. Project Cost and Budget: What are your project costs and budget?

   For example, if you have a small budget, the Lean methodology will work best since it emphasizes minimum use of project resources and eliminates unnecessary project wastage.

5. Stakeholder /Client Engagement: How engaged do your stakeholders/ clients want to be in the project execution and completion?

   If they want to be involved and always updated, the Agile methodology would be more suitable.

Conclusion

   With several project management methodologies in existence, it is important that you carefully consider each methodology's processes to find one that is suitable for your team.

   You must also consider factors like your team size, resources, project budget and the expected level of your client or stakeholder involvement in the project.

FAQ

Q: What are project management softwares?
A: **Project management softwares are platforms/applications that help project managers to plan, execute and track projects**.

   With these applications, project team members can easily collaborate and communicate in real-time. They can also view tasks in different forms like Gantt, Kanban boards, calendars, etc. Examples of project management softwares are ClickUp, Asana, Trello, etc.

Q: What is the difference between project management tools and project management methodologies?
A: Project management methodologies are defined frameworks with its own set of rules and processes that project managers adopt in handling projects. Some of them are Waterfall, Agile and Lean methodologies.

   While project management tools are softwares used by project managers that makes it easy to plan, execute and complete projects. Examples of them are Notion, ClickUp, Trello, etc.