

TOOL 7.5

Questions to Ask When You Go Looking for Trouble

1. How often are you meeting with sponsors? (warning sign #1)

2. How effective are your project status meetings? (warning sign #2)

3. How accurate have the task estimates been so far? (warning sign #3)

4. Are there key sponsors who may be leaving? (warning sign #4)

5. How often does the core project team meet? (warning sign #5)

6. Are the team and stakeholders still engaged? (warning sign #6)

7. Are there new project risk factors being discovered? When was the last risk assessment performed? (warning sign #7)

8. Has the scope of the project changed? (warning sign #8)

9. Are any key stakeholders leaving the project? (warning sign #9)

10. How healthy are the team members? (warning sign #10)

Additional questions to think about include

- ♦ Is the project documentation up-to-date?
 - ♦ Are there regular communications with all the stakeholders?
 - ♦ What are your instincts telling you about the current state of the project?
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