

Praktická užití AI pro projektové manažery

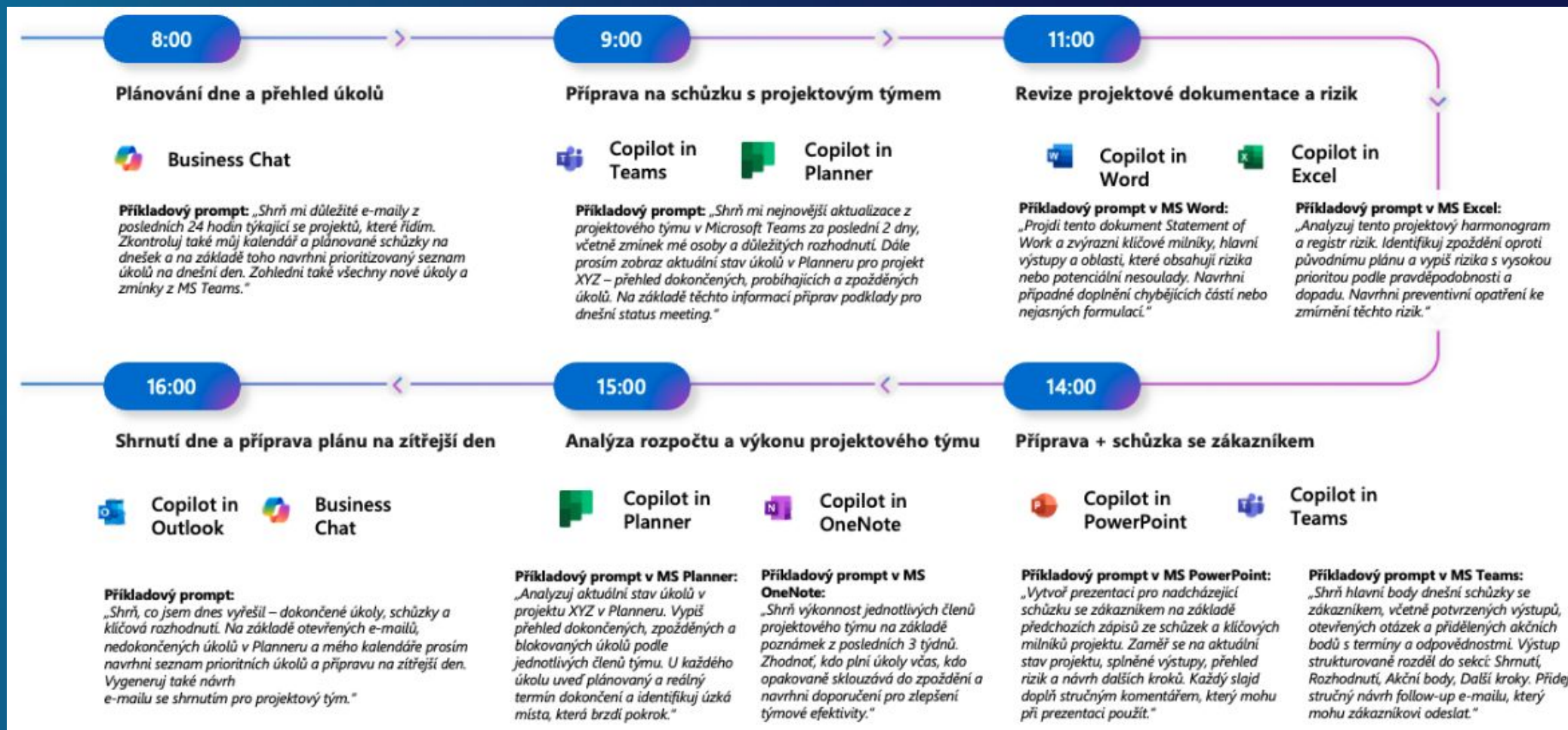
Zdeněk Švécar

16. X. 2025

#PMICZ #shapingthefuture



Den projektáka



Vališová, B.: Optimalizace procesů IT projektového managementu, s. 130, <https://theses.cz/id/o95ex7/>

$$0.25 + 0.25 + 0.5 + 1 + 1 + 0.25 = 3 \text{ h } 15 \text{ min}$$

Risks of AI in Project Management



Data Privacy Issues

Personally Identifiable Information in the Data

Individual Identification Through Inference

Third-Party Data Risks

Lack of Data Usage Transparency

Hyper-Personalization

Data Life Cycle

Data Ownership Concerns

Data Bias and Fairness

Hallucinations, Misinformation and Disinformation

Manipulation and Deepfakes

Risks of AI in Project Management



Hallucinations

News / National

Deloitte to partially refund the government after using AI in \$440,000 report



By Yashee Sharma | 4:14pm Oct 7, 2025



Facebook



Mail

Deloitte will partially refund the federal government after admitting to using artificial intelligence in a \$440,000 report that contained several errors.

The Department of Employment and Workplace Relations (DEWR) commissioned Deloitte to review its targeted compliance framework and IT system in December 2024, but the report came back littered with mistakes in the references and footnotes.

The report has since been corrected with deleted references and footnotes, corrections to errors and a new reference list.

READ MORE: [Last drinks? We could be on the cusp of a great Australian cultural change](#)



Deloitte will partially refund the federal government after a report contained several errors. (Renee Nowyarger)

Formatting a prompt

- Use a “diverge and converge” approach
- Provide more context than you would do to a human
- Give examples
- Make it a conversation, not a command
- Incorporate a “reliability check”

Hire a Prompt Engineer?

- High degree of variability
- Incorrect outputs
- Informational and data biases
- Misappropriation of intellectual property
- Potentially inappropriate responses
- Leaking confidential and private data
- Security vulnerabilities

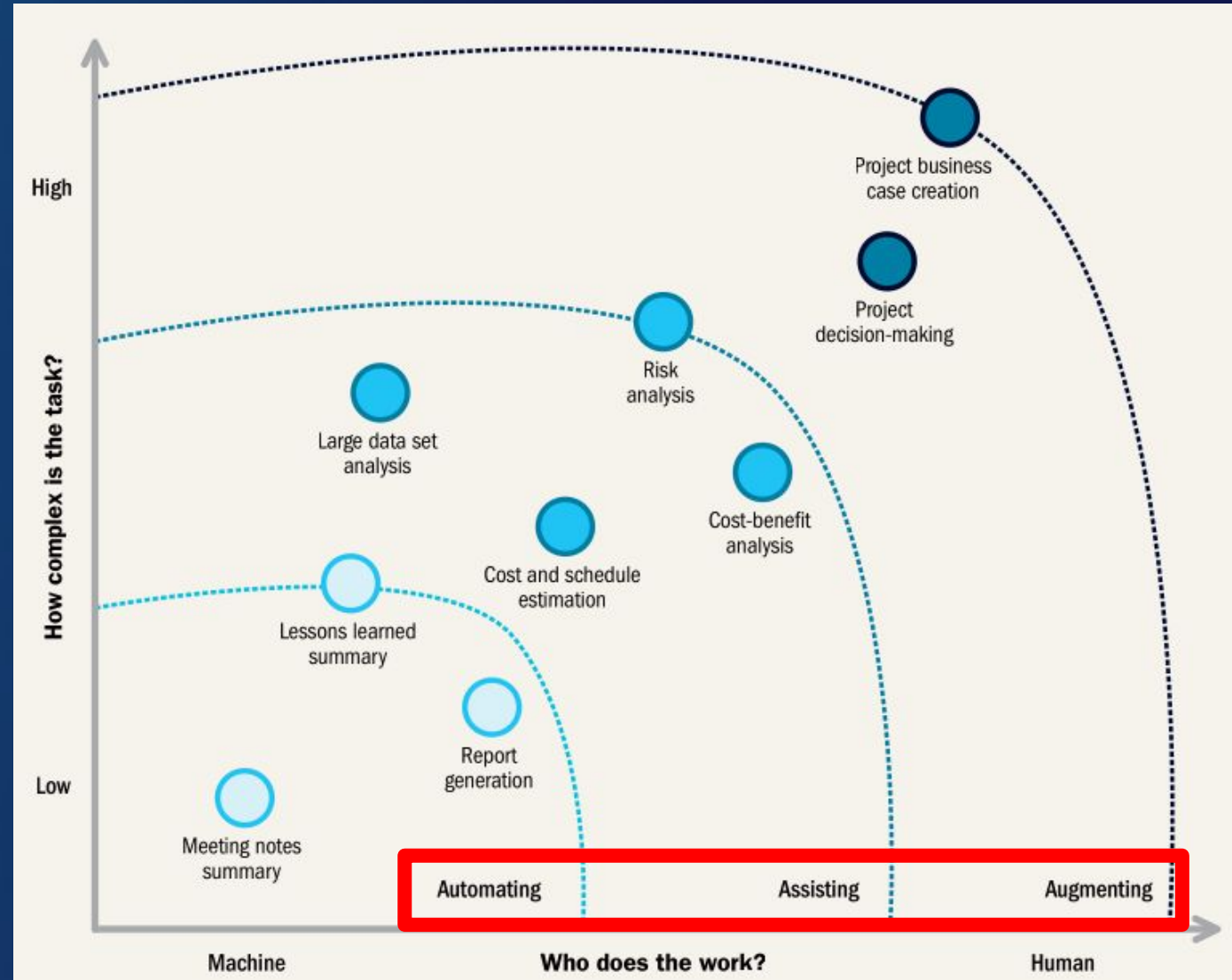
Limitations and Challenges

GenAI / GPT

Keeping Humans in the Loop

How Can AI Best Enhance Project Management?

- Automation
- Assistance
- Augmentation



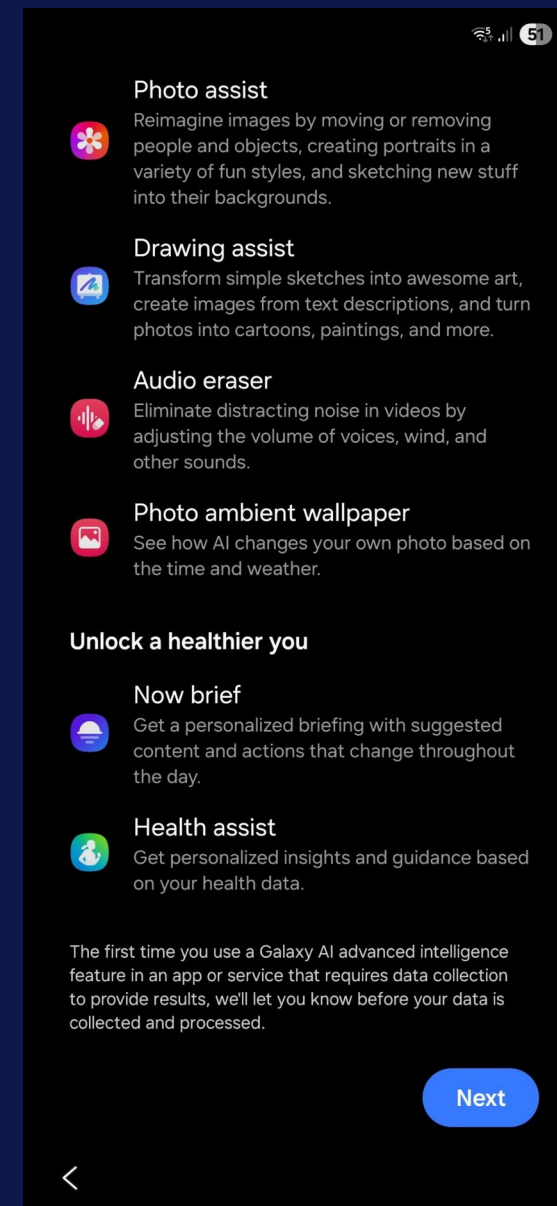
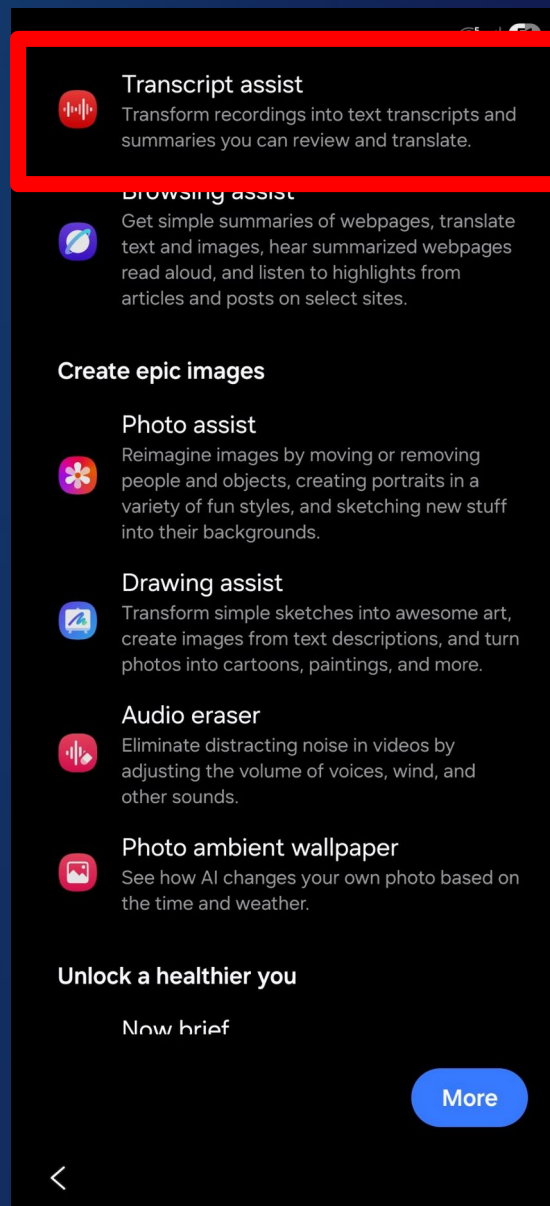
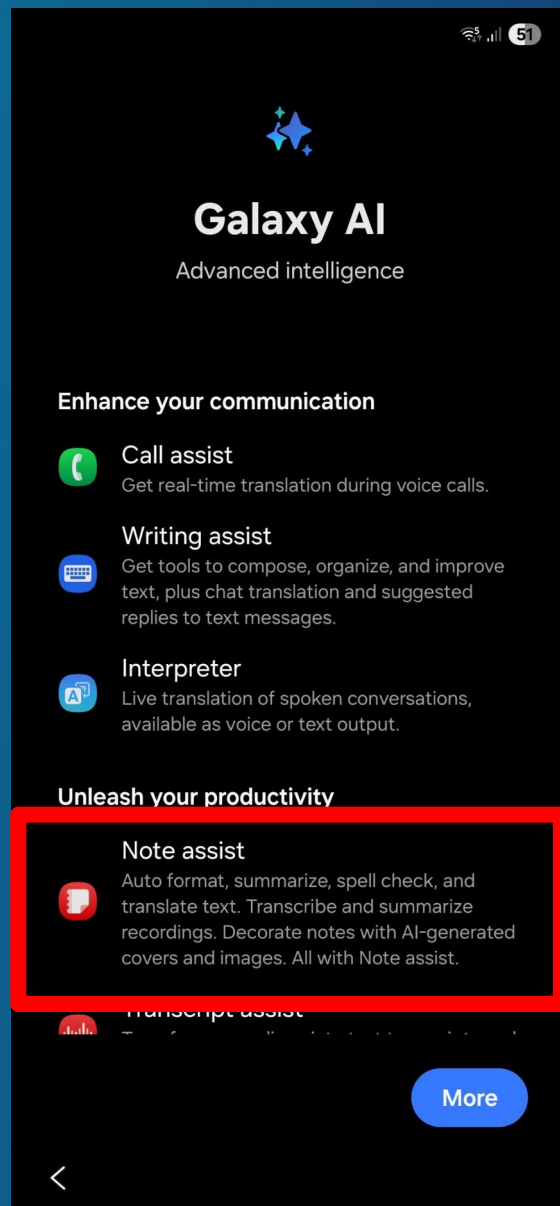
Period of time during which you prepare what you're going to say when it's your turn.

Active listening*

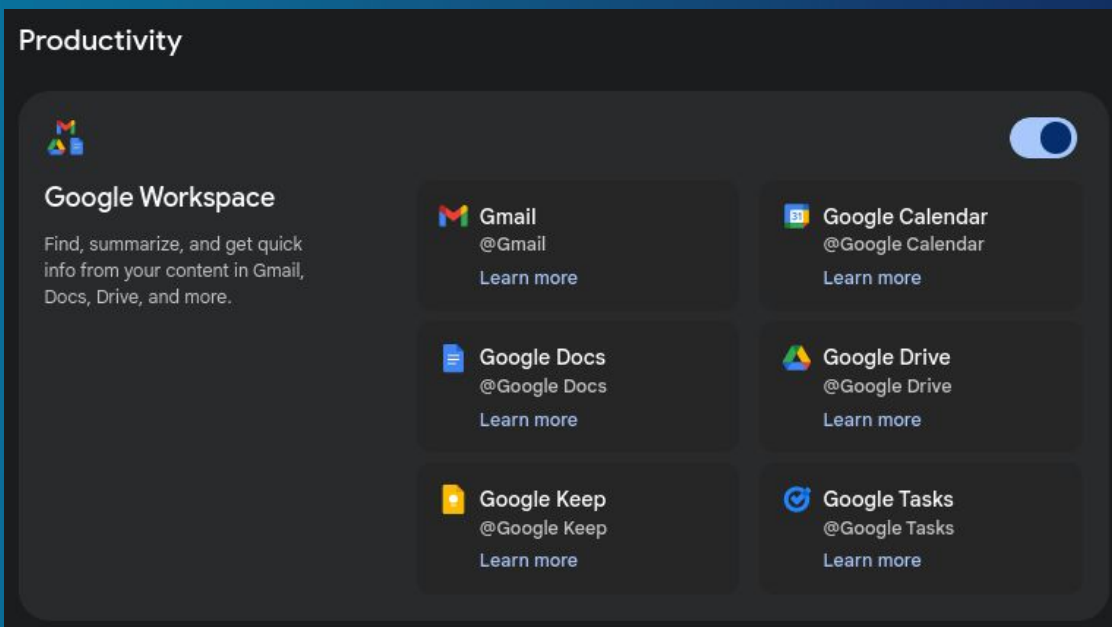
Den projektáka

- Ranní běh. Sběr nápadů a jejich zpracování
- Prioritizace týdenních a denních úkolů
- Předání rozpracovaného projektu
- Schůzky
- Tvorba harmonogramu
- Real-time stav projektu vytvořený automaticky
- Vytvoření odhadu nákladů na rozpočet projektu pro rok 2026 z letošních dat, analýzou minulých vzorců výdajů a nákladů
- Rozklíčování složitého procesu diagramem
- Self-assessment
- Cesta z práce. Studium oborového slovníku
- OCR
- Večerní knowledge management

Ranní běh. Sběr nápadů a jejich zpracování



Ranní běh. Sběr nápadů a jejich zpracování



Těžba projektové komunikace s Gemini for Google Workspace

Gemini lze použít jako proaktivní analytický nástroj v rámci Gmailu, Google Docs a Chatu. Zatímco stav projektu ve Smartsheetu je **opožděným indikátorem** (problém je již formalizován), první skutečný signál problému se často objevuje v e-mailu nebo chatové zprávě. Síla Gemini spočívá v jeho schopnosti zpracovat tato nestrukturovaná data a najít tyto **předstihové indikátory**.

Den projektáka

Prioritizace týdenních a denních úkolů

Check out my Inbox for unread emails. Sort them into threads. Prioritize them. Produce a list for me.

Show thinking ▾

Of course. I've sorted your unread emails into prioritized threads. Here is the list:

High Priority (Action Required):

• Purchase Requisitions:

- You have an urgent request from [redacted] to expedite PR #75433. [link]
- [redacted] has forwarded an action required for PR #75397, you need to attach a quote to this PR. [link]

• Project-related questions and decisions:

- [redacted] has sent questions regarding the RFP for the two other [redacted] rooms at the [redacted] project. [link]
- [redacted] has confirmed that the [redacted] project schedule will be adjusted to accommodate the [redacted] work, resolving a potential conflict. [link]
- [redacted] has confirmed that the [redacted] is a separate line item and the change order for the [redacted] can be processed. [link]

• Financial/Administrative:

- Your quarterly connection for accomplishments and priorities is due in [redacted] by October 24. [link]
- You have invoices on hold that require your action. [link]
- [redacted] has notified you that invoices PUSA100PS000285 and PUSA10090185968 are past due. [link]
- [redacted] has sent you the template for the 2026 CAR creation. [link]
- You need to complete Form W-8BEN for your [redacted] stock plan account by December 31, 2025. [link]

Assigned Action Items:

- [redacted] has assigned you an action item in Google Sheets to confirm the dates for the [redacted]. [link]
- [redacted] has assigned you an action item in Google Sheets to input your information on the CY25 Roadmap spreadsheet. [link]
- [redacted] has also assigned you an action item to add the [redacted] to the budget tracker in Google Sheets. [link]

Medium Priority (Informational/Requires Attention):

• Project Updates & Scheduling:

- There is a thread regarding scheduling and site contact for a visit from [redacted] for [redacted]. [link]
- You have an update from [redacted] on the [redacted] planning and site survey for the [redacted]. [link]
- [redacted] has informed you that the [redacted] is booked for the week of October 20th. [link]
- You have received the weekly status report for Red Hat projects from [redacted]. [link]
- There are multiple unread emails with updates and scheduling information for the [redacted]. [link]

• Meeting Notes: You have unread meeting notes from Gemini for the following meetings:

• Meeting Notes: You have unread meeting notes from Gemini for the following meetings:

- "STATUS SYNC: Americas Region (CY24) - NA | LATAM" on Oct 2, 2025. [link]
- [redacted] Team Mtg" on Sep 30, 2025. [link]
- [redacted] Release Standards Review" on Sep 23, 2025. [link]
- "SYNC: CY25-US Projects [Timeline & Engineer Alignment]" on Sep 25, 2025. [link]
- "[redacted]'s Meeting" on Sep 8, 2025. [link]
- "SYNC: CY25-US Projects [Timeline & Engineer Alignment]" on Aug 28, 2025. [link]

• Invitations:

- You have received two invitations from [redacted] for "Sumo Robot Battle-Smart Bricks" on November 4, 2025, one for Slot 1 (9-11 AM) and another for Slot 2 (2-4 PM). [link] [link]

• Other:

- [redacted] has sent guidance on CapEx classification for IT hardware purchases. [link]
- You have [redacted] notifications about project end dates and monthly reminders to update the KPI sheet. [link] [link]

Low Priority (FYI/Newsletters/Self-reminders):

This category includes self-sent notes and links, calendar acceptances and cancellations, informational and workflow notifications, newsletters, general announcements, and promotional emails.

[link] Sources



#PMICZ #shapingthefuture

Project Management Handover

The interface is divided into three main panels: Sources, Chat, and Studio.

Sources Panel: Contains a list of sources with checkboxes for selection. The sources are:

- QUOTE - Cable Testing-20250821.pdf
- QUOTE - AV Upgrades_RFP...
- QUOTE - 250821 - R...
- Scope - pdf

Chat Panel: Displays a document titled "Proposal for" with a yellow notepad icon. The document content includes:

4 sources

This document is a **formal proposal** from ... in America for ... on, dated August 21, 2025. The core of the proposal outlines the **scope of work**, which primarily involve ... priced at ...

The proposal also explicitly lists various **inclusions and exclusions**, such as the ... exclusion of ... Furthermore, it details several **assumptions**, including that ... will be provided by others and that the project will primarily occur during normal work hours. This proposal is presented within the framework of an existing **Master Supply and Services Agreement** between the two companies.

Buttons at the bottom of the chat panel include: Save to note, Add note, Audio Overview, and Mind Map.

Studio Panel: Contains a section for "Studio output will be saved here." with a blue notepad icon. Below this, it says: "After adding sources, click to add Audio Overview, Study Guide, Mind Map, and more!"

At the bottom of the Studio panel, there is a button labeled "Add note".

Footer: A small disclaimer at the bottom of the interface states: "NotebookLM may be inaccurate; please double check its responses."

Schedule

New Chat

Today

 Project Manager...

Last 7 days

Older

What percentage of a project manager's work is communication?

Effective communication is a crucial aspect of project management. It is estimated that 80% of a project manager's job revolves around communication with the project team, client, and executive management. This includes exchanging vital information, addressing communication issues, and ensuring the successful execution and completion of scheduled tasks. Additionally, it has been said that 90% of a project manager's time is spent communicating what is going to be done.

- **80%** of a project manager's job involves communication with various stakeholders.
- **90%** of a project manager's time is dedicated to communicating plans and actions.

In summary, communication is a significant part of a project manager's responsibilities, emphasizing the need for effective communication strategies to ensure project success.



Sources

This response is powered by PMI's KnowledgeBase.

1 [Green Project Manager: A Guide to Sustainable Project Management.](#)

Contributed by: [Green Project Management](#)

2 [Art of Communication in Project Management.](#)

Learning Library. Section: Communication-The Life Blood. Page: 1

 Ask me about project management



Need a little help?

Communication & Collaboration

Over 80% of project management effort is ...



Communication & Collaboration → Tailored Messages to Stakeholders

Kick-Off Meeting - Escalation

Recipients

Kick-Off Meeting - Escalation

Server Lab Project Kick-off

- Overall Project Manager complaining that he didn't know what the scope of the project is or what the budget is or basically knows anything about what he is supposed to be doing
- I brought up the financial analysis used for the CFO sign-off and highlighted budget line items for fit-out CapEx, furniture etc..
- At the end of the call, the Project Manager was still saying he doesn't know what the budget is or scope of works.
- Why am I informing the core project team what their budget is? Why is the Project Manager coming into a project kick-off call not knowing anything about the project? Why is Project Manager not inquiring internally with his core team e.g. Peter who led the analysis and CFO approval, before the project meeting to understand his brief?

Refine my message

 Polish

 Formalize

 Elaborate

 Shorten

 Help me write



Sans Serif



Send



Communication & Collaboration → Tailored Messages to Stakeholders

Kick-Off Meeting - Escalation



Recipients

Kick-Off Meeting - Escalation

Dear Team,

I'm writing to follow up on our recent Server Lab Project kick-off meeting. During the call, it became clear that there's some confusion regarding the project's scope, budget, and overall direction.

Specifically, the Project Manager expressed uncertainty about the project's parameters and his role within it. To provide clarity, I referenced the financial analysis used for CFO sign-off and highlighted specific budget line items. However, by the end of the call, the Project Manager still expressed a lack of understanding regarding the budget and scope.

This raises some concerns. It's unclear why the Project Manager would enter a kick-off meeting without a clear understanding of the project. It also seems unusual that the core project team, rather than the Project Manager, would be responsible for communicating budget details. Shouldn't the Project Manager be proactively seeking this information internally, for instance, by consulting with Peter, who led the analysis and CFO approval process?

I believe it's important to address these issues promptly to ensure the project progresses smoothly.

↻ Recreate ≡ Refine ▼

Insert

Communication & Collaboration → Note Taking & Dictation → Search

The screenshot displays a Microsoft Teams meeting window. At the top, a toolbar includes icons for Chat, People, Raise, React, View, Notes, Copilot, Apps, and More. On the right, a Copilot sidebar is open, showing a message from Copilot at 10:35 a.m. The sidebar contains a 'Show meeting notes' button (highlighted with a red box), a summary of the meeting content, a timeline, and buttons for 'Recap the meeting' and 'List action items' (both highlighted with a red box). The meeting grid shows five participants: Serena Davis, Charlotte de Crum, Danielle Booker, Aadi Kapoor, and Jessica Kline. Kat Larsson is also visible in the bottom right corner of the grid.

22:06

Chat People Raise React View Notes Copilot Apps More Camera Mic Share Leave

Serena Davis Charlotte de Crum Danielle Booker Aadi Kapoor Jessica Kline Kat Larsson

Copilot

It's just for you
Only you can see your conversation with Copilot.

Show meeting notes

Copilot 10:35 a.m.

Mona said that the Summit Center project in Atlanta is set to start pre-construction planning and site preparation this April. Work on the new arena is scheduled to continue into next year.

Summit Center estimated timeline:

- April-June: Pre-construction planning and site preparation
- July-September: Construction begins
- October-December: Structural work

All generated content may be incorrect

Recap the meeting

List action items

How can I help you in this meeting?

Communication & Collaboration → Transcript Processing

The screenshot displays the PMI Marketing GPT interface, divided into two main panels: 'Vytvořit' (Create) on the left and 'Náhled' (Preview) on the right.

Left Panel (Vytvořit):

- Název (Name):** PMI Marketing
- Popis (Description):** Supports content, copywriting, and data analysis for PMI Czech Republic with a clear, engaging style, includin
- Pokyny (Instructions):** This GPT will assist in tasks related to copywriting, content management, web management, and data analysis for the PMI Czech Republic chapter. It will generate professional yet engaging content for social media and web platforms, strictly following the provided Tone of Voice Guideline (File ID 'file-ibcqhsditrmyOQcxHkNloNJD'). When writing, it will create longer, complete sentences in the main body to maintain a formal tone, while using punchy, incomplete lines for headlines, subheads, summaries, and CTAs to highlight PMI's personality. The GPT will use a smart and professional casual tone, allowing room
- Začátky konverzace (Conversation Starters):**
 - Can you help me write a post for LinkedIn about our upcoming event?
 - I need suggestions for improving engagement with our social media content.
 - How can I analyze this set of data from our latest email campaign?

Right Panel (Náhled):

- Název (Name):** PMI Marketing
- Popis (Description):** Supports content, copywriting, and data analysis for PMI Czech Republic with a clear, engaging style, including relevant hashtags for social media posts.
- Pokyny (Instructions):** Can you help me write a post for LinkedIn about ou...
I need suggestions for improving engagement with...
How can I analyze this set of data from our latest email...
Help me update the web content to reflect new chang...

Communication & Collaboration → Transcript Processing

The screenshot displays the PMI Marketing AI interface. On the left, under the 'Kongfigurace' tab, there is a list of prompts: 'Can you help me write a post for LinkedIn about our upcoming event?', 'I need suggestions for improving engagement with our social media content.', 'How can I analyze this set of data from our latest email campaign?', 'Help me update the web content to reflect new changes in our offerings.', and an empty prompt field. Below this, the 'Znalosti' section shows three PDF files: 'PMIToneofVoiceGuideline...', 'VisualIdentityGuidelines2...', and 'OurBrandStory_Jan_2020....'. A 'Nahrát soubory' button is also present. The 'Možnosti' section includes checkboxes for 'Vyhledávání na webu' (checked), 'Pracovní plocha' (unchecked), and 'Generování obrázků DALL E' (checked). On the right, the 'Náhled' section shows a preview of the generated content, featuring the PMI Marketing logo and a description: 'Supports content, copywriting, and data analysis for PMI Czech Republic with a clear, engaging style, including relevant hashtags for social media posts.' Below the preview, there are four buttons corresponding to the prompts on the left: 'Can you help me write a post for LinkedIn about ou...', 'I need suggestions for improving engagement with...', 'How can I analyze this set of data from our latest email...', and 'Help me update the web content to reflect new chang...'. At the bottom right, there is a plus sign button and an upload button with a question mark.

Communication & C

Calendar

+ Create ▾

Sep 11, 2025 |

Kick-off Meeting for [redacted]

Attendees: tori, [redacted] Tobey, [redacted] victoria, [redacted]
Zdenek, [redacted] craig, [redacted] david, [redacted]

Attendees:

- ☒ Craig S. [redacted] Solutions Designer
- ☐ david. [redacted] - Local PM
- ☒ victoria [redacted] main PoC, Project Manager
- ☐ Tori [redacted] Enterprise program manager, works with Jennifer [redacted] additional support
- ☐ Tobey [redacted]
- ☒ Zdenek [redacted] - PTO thru Aug 20
- ☐

Notes

- Action items from last meeting (w. Denise):
 - ☒ SYNC: [redacted] 2025/08/04 10:59 ...
- Zdenek's notes ☒ Scope - [redacted]
- Ordered as per quote
☒ [redacted] 1381533_R [redacted]

Action items

- ☐ Always CC email distribution list [redacted]
- ☐ Viktoria's email [redacted] [redacted] Zs to email what is being shared over to <redhat@ [redacted]>
- ☐ Zs to check if building requires Union labor
- ☐ Zs to relay logistics specifics of [redacted]
- ☐ Zs to relay if Col is mandatory

- Kick-off Meeting for

Invited Victoria [REDACTED] Tori [REDACTED] Tobey [REDACTED] Zdenek [REDACTED] Craig [REDACTED]

Attachments [REDACTED] Kick-off Meeting for [REDACTED]

☒ Notes - [REDACTED] Kick-off Meeting for [REDACTED]

☐ Meeting records ☒ Transcript ☒ Recording

Summary

Zdenek [REDACTED], Victoria [REDACTED], Craig [REDACTED], Tori [REDACTED], and Tobey [REDACTED] discussed the project timeline, hardware lead times, and logistical details, including a target completion date of November and pending equipment ETAs. They clarified communication protocols, display height adjustments, touch panel models, and microphone setups for various rooms, with Tobey [REDACTED] making an action to confirm the exact [REDACTED] coming from [REDACTED]. The team also discussed installation phasing, post-installation work, and administrative requirements, with Victoria [REDACTED] providing her GMail address for document sharing and logistical details.

Details

- Project Timelines and Hardware Lead Time** Zdenek [REDACTED] outlined a target completion date of November for the project, although they noted that realistic hardware availability might extend beyond that. Victoria [REDACTED] indicated that while equipment has been released for ordering, ETAs from manufacturers are still pending but expects a final list of ETAs by Monday or Tuesday of the following week. Victoria [REDACTED] expressed confidence that a November timeline would likely work for their team, with [REDACTED] devices being a potential variable, noting their recent successful order for a GMA project (00:00:59).
- Team Introductions and Roles** Zdenek [REDACTED], a [REDACTED], introduced himself. Victoria [REDACTED] identified herself as the local [REDACTED] Projects Manager and the main point of contact for the project (00:02:04). Craig [REDACTED] explained their role as the Solutions Designer for the [REDACTED] Enterprise account, responsible for designs and bid responses (00:03:04). Tori [REDACTED] stated their role as the Enterprise Program Manager, working closely with Jennifer [REDACTED], the account manager for [REDACTED], to ensure project smoothness from sales to service (00:04:12).
- Communication Protocol** Tori [REDACTED] provided an email distribution group

Communication & Collaboration → Note Taking

- Kick-off Meeting for [redacted] - 2025/09/11 14:58 CEST - Notes by Gemini

File Edit View Insert Format Tools Extensions Help

Q Menus 100% Normal text Roboto 12 B I U A

Document tabs

Notes

Transcript

Sep 11, 2025

[redacted] - Kick-off Meeting for [redacted]

Invited Victoria [redacted] Tori [redacted] Tobey [redacted] Zdenek [redacted] Craig [redacted]

Attachments [redacted] Kick-off Meeting for [redacted]

Notes - [redacted] Kick-off Meeting for [redacted]

Meeting records Transcript Recording

Summary

Zdenek [redacted] Victoria [redacted] Craig [redacted] Tori [redacted], and Tobey [redacted] discussed the project timeline, hardware lead times, and logistical details, including a target completion date of November and pending equipment ETAs. They clarified communication protocols, display height adjustments, touch panel models, and microphone setups for various rooms, with Tobey [redacted] taking an action to confirm the exact [redacted] coming from [redacted]. The team also discussed installation phasing, post-installation work, and administrative requirements, with Victoria [redacted] providing her GMail address for document sharing and logistical details.

Details

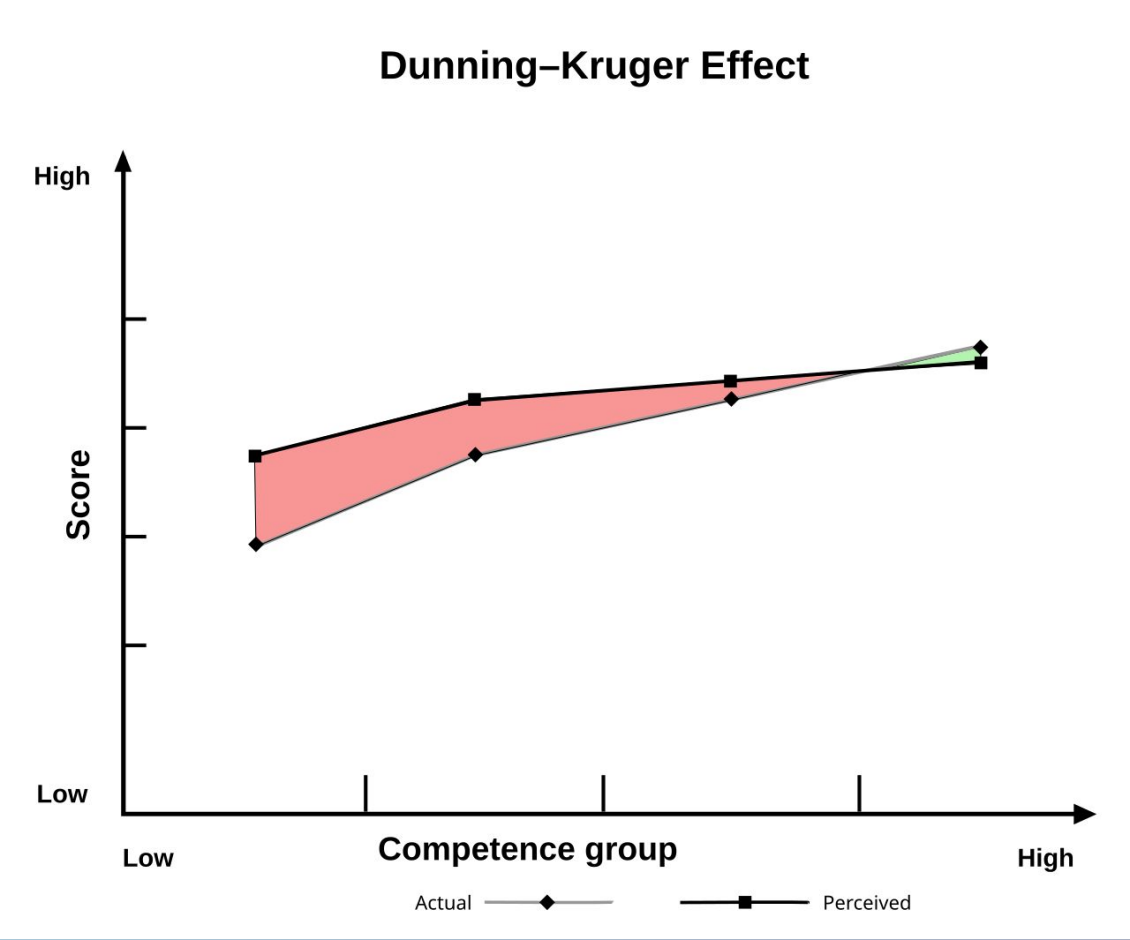
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- Team Introductions and Roles** Zdenek [redacted], a [redacted], introduced himself. Victoria [redacted] identified herself as the local [redacted] Projects Manager and the main point of contact for the project (00:02:04). Craig [redacted] explained their role as the Solutions Designer for the [redacted] Enterprise account, responsible for designs and bid responses (00:03:04). Tori [redacted] stated their role as the Enterprise Program Manager, working closely with Jennifer [redacted], the account manager for [redacted] to ensure project smoothness from sales to service (00:04:12).
- Communication Protocol** Tori [redacted] provided an email distribution group

functionality issues with table mics in "device mode" (00:18:28). Craig [redacted] confirmed that the plan is to use only ceiling microphones, with [redacted] officially supporting three IP ceiling microphones, and a fourth confirmed to work by Drew (00:19:46). Craig [redacted] also confirmed that four ceiling microphones are already included in the equipment list for [redacted], eliminating the need for additional orders (00:20:56).

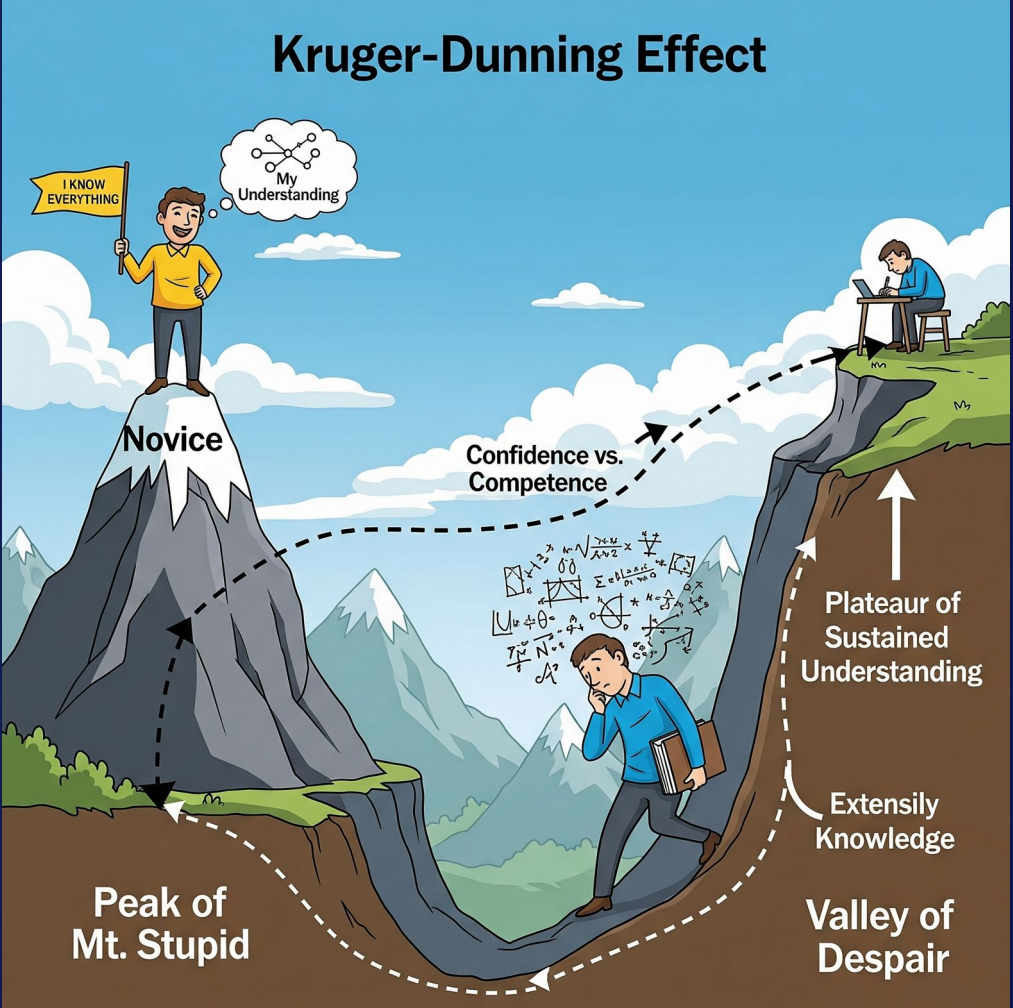
- Document Sharing and General Logistics** Victoria [redacted] provided a Gmail address for document sharing, requesting notification when documents are sent to that address since it is not their primary inbox. Zdenek [redacted] acknowledged and agreed to use the provided email for sharing information, including "lessons learned" documents from previous installations and standardized [redacted] sets. Tobey [redacted] additionally requested that Craig [redacted] and Zdenek [redacted] compare the shared documents with the ordered components to identify any missing hardware swiftly (00:22:08) (00:24:13).
- Installation Phasing and Post-Installation Work** Tori [redacted] suggested phasing the room installations, potentially by floor, to work with the local team (00:25:27). Victoria [redacted] supported the idea of completing one floor at a time, followed by quick testing with the [redacted] team. Zdenek [redacted] outlined the general sequence: inviting a data vendor to check cable lengths and suggest connectivity needs, then scheduling the actual installation (one floor at a time), and finally inviting [redacted] (the general contractor) for patch and paint touch-ups after each floor is completed (00:26:40).
- Logistics and Administrative Requirements** Victoria [redacted] confirmed that the project is not unionized and [redacted] regular team will handle installation and commissioning. Victoria [redacted] also indicated that they would provide durations for installation activities and equipment lead times, as well as an IT sheet with MAC and serial numbers, and drawings to the [redacted] team (00:29:47). Tobey [redacted] reminded the team about potential limitations regarding garage height for equipment delivery at the [redacted], emphasizing the need to be aware of this requirement (00:33:47). Zdenek [redacted] agreed to relay the logistics specifics for the [redacted] and determine if a Certificate of Insurance (COI) is mandatory (00:34:51).

Suggested next steps

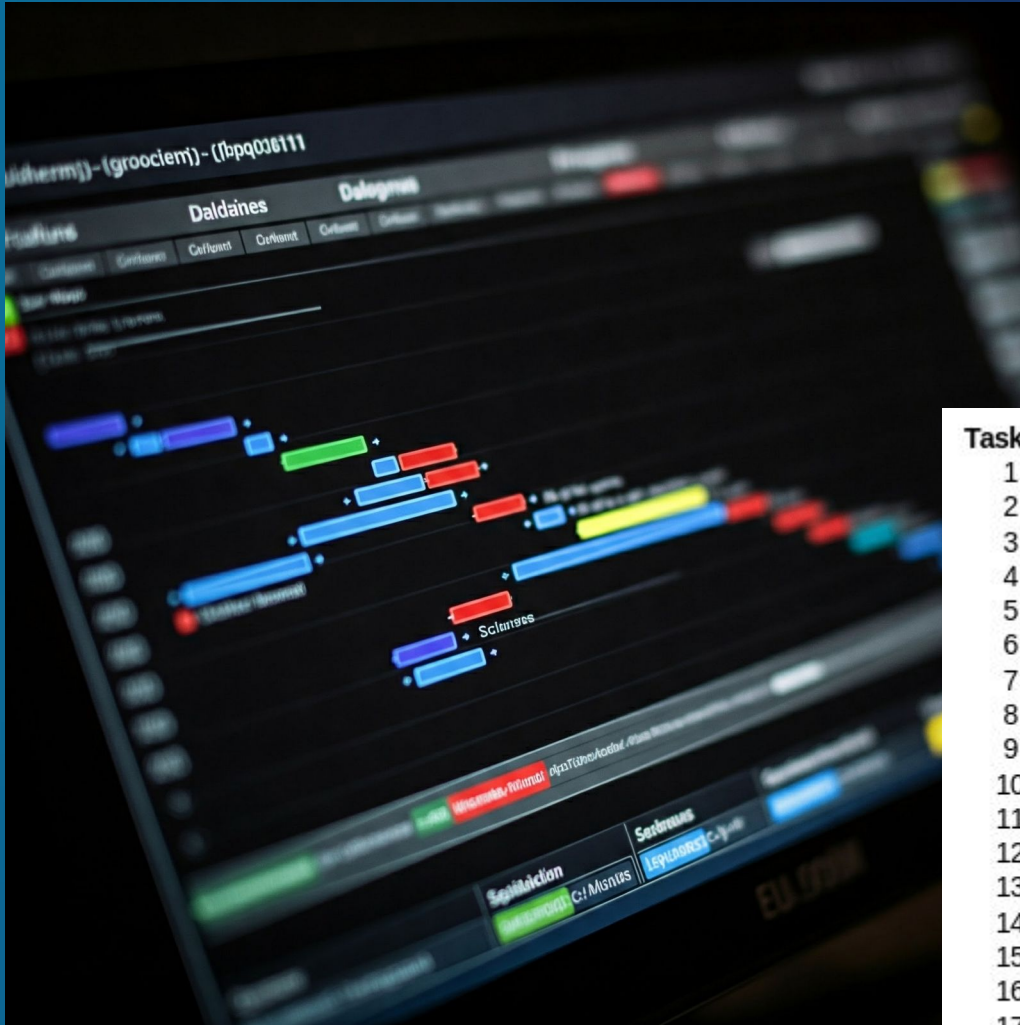
- ☐ Victoria [redacted] will send a final list of ETAs for the hardware by Monday or Tuesday next week.
- ☐ Zdenek [redacted] will always CC the [redacted] email distribution list for [redacted] communications.
- ☐ Tobey [redacted] will confirm that the [redacted] including the [redacted] is available in [redacted].
- ☐ Victoria [redacted] will follow up with the durations for the installation after this call.
- ☐ Zdenek [redacted] will invite [redacted] to do the [redacted] validation and send documents to Victoria [redacted] Gmail address.
- ☐ Victoria [redacted] will make a note to put in a ticket regarding the [redacted] certified.
- ☐ Zdenek [redacted] will relay the logistics specifics of the [redacted] and identify if a Certificate of Insurance (COI) is required.



https://en.wikipedia.org/wiki/Dunning%E2%80%93Kruger_effect



Scheduling



Develop_schedule.txt
Document

Generate a project schedule that accommodates the following multiple teams across different business units, ensuring no resource conflicts.

Task ID	Task Name	Assigned To	Start Date	End Date	Predecessors
1	Pre-open walls	Plasterers	2024-12-16	2024-12-16	
2	First stage of DATA cabling installation	DATA Team	2024-12-17	2024-12-17	1
3	First stage of AV cabling installation	AV Team	2024-12-17	2024-12-17	1
4	AV HW removal	AV Team	2024-12-17	2024-12-17	1
5	Remove power outlets	Electricians	2024-12-18	2024-12-18	4
6	Furniture & fabric panel removal	Plasterers	2024-12-19	2024-12-19	5
7	Furnish 2 cut-outs in drywall	Plasterers	2024-12-20	2024-12-20	6
8	DATA cables pulling	DATA Team	2024-12-20	2024-12-20	7
9	Power cable pulling & AV cable gromet installation	Electricians	2024-12-20	2024-12-20	7
10	Drywall close-out and sanding	Plasterers	2024-01-02	2024-01-03	8,9
11	Pull DATA cabling through walls	DATA Team	2024-01-06	2024-01-06	10
12	Pull power cabling through walls	Electricians	2024-01-06	2024-01-06	10
13	Apply two coats of paint	Painters	2024-01-07	2024-01-08	11,12
14	Clean affected rooms	Cleaning Services	2024-01-09	2024-01-09	13
15	Terminate and test DATA cabling	DATA Team	2024-01-10	2024-01-10	14
16	Terminate and test power cabling	Electricians	2024-01-10	2024-01-10	14
17	AV HW installation	AV Team	2024-01-10	2024-01-13	15,16
18	AV HW configuration	AV Team	2024-01-14	2024-01-14	17
19	Final cleaning of rooms	Cleaning Services	2024-01-15	2024-01-15	18

Scheduling

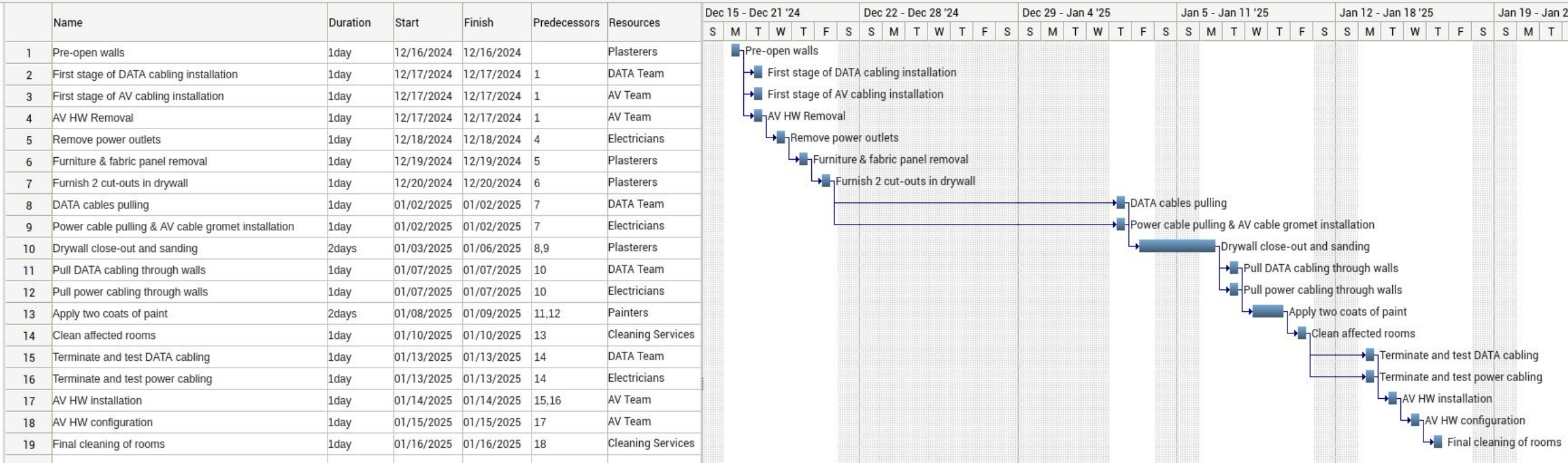
... Sequencing of activities for the first batch: 4th and third floors of building number two

Plasterers team:

- has to start by pre-opening the walls. Duration of this activity is one day.
- once DATA and AV cables are removed from the pre-opened walls by DATA and AV teams, this team can continue by: Furniture & fabric panels removal, protecting sensitive non-removable equipment. Duration of this activity is one day.
- when power outlets are removed by the electricians, this team can continue by furnishing: 2 cut-outs in drywall, and wall enforcement. Duration of this activity is one day.
- when DATA and AV cables are pulled inside the walls by the DATA and AV teams, this team can continue by: drywall close-out and sanding. Duration of this activity is two days.

DATA team:

- when walls are pre-opened, this team can start by first stage of DATA cabling installation. Duration of this activity is one day.
- when Plasterers are furnishing the 2 cut-outs, this team can in parallel do: DATA cables pulling. Duration of this activity is one day.
- after the Plasterers sand the walls, DATA team can pull the DATA cabling through the walls. Duration of this activity is one day.
- when the walls are painted and rooms are cleaned, DATA team can terminate and test the DATA cabling...



Monitoring → Live Report

S

Status of Network HW Projects in

Update

Name

Status of Network HW Projects in

Preview

Description

Create status update

Instructions

You are experienced Project Manager. You manage the following projects:
Replacement, deployment - you have access to my emails, focus specifically on emails regarding sync up every 2 weeks"

Knowledge

APAC WPT -... follow...
Google Sheets

Enter a prompt for Gemini

+ [microphone icon] [send icon]

Gem manager

Premade by Google

Show less

Productivity planner

Stay on top of your work. Schedule tasks, daily updates, and weekly summaries from...

Experiment

Women's World Cup

Make Gemini your companion for the ICC Women's Cricket World Cup.

Experiment

Storybook

Create a customized picture book, for either children or adults, given a topic, an...

Brainstormer

Find inspiration easily. Fresh ideas for parties, gifts, businesses and more.

Career guide

Unlock your career potential. Get a detailed plan to refine your skills and achieve your...

Coding partner

Level up your coding skills. Get the help you need to build your projects and learn as yo...

Copy creator

Get help writing branded content that appeals to your audience.

Learning coach

Here to help you learn and practice new concepts. Tell me what you'd like to learn, and I...

Outreach specialist

Craft personalized messages to potential customers, build relationships, and drive...

Sales pitch ideator

Create compelling sales pitches that resonate with your audience and drive...

Sentiment analyzer

Analyze customer feedback to reveal trends and make recommendations.

Writing editor

Elevate your writing. Get clear, constructive feedback, from grammar to structure.

My Gems

New Gem

Measure Keyboard Usage on Fedora

Daily Work Reco Apps

Scheduled actions

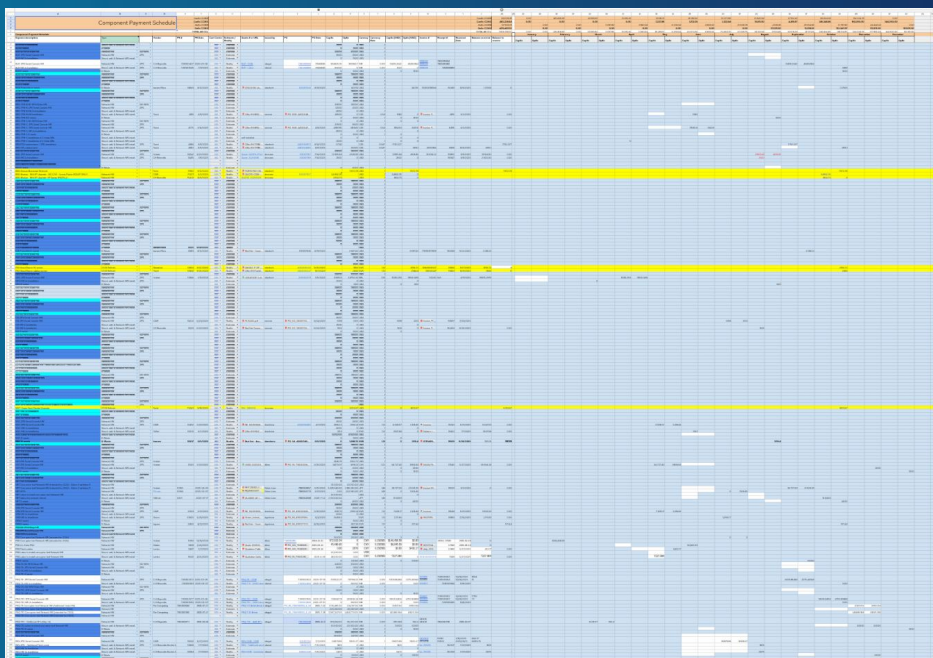
Activity

Settings & Theme

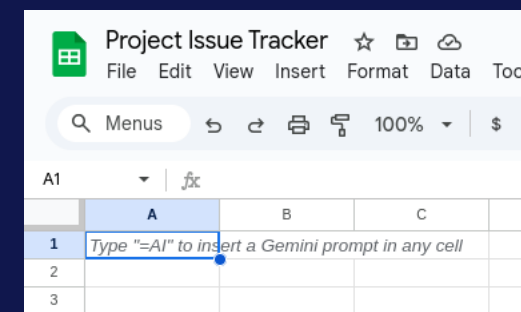
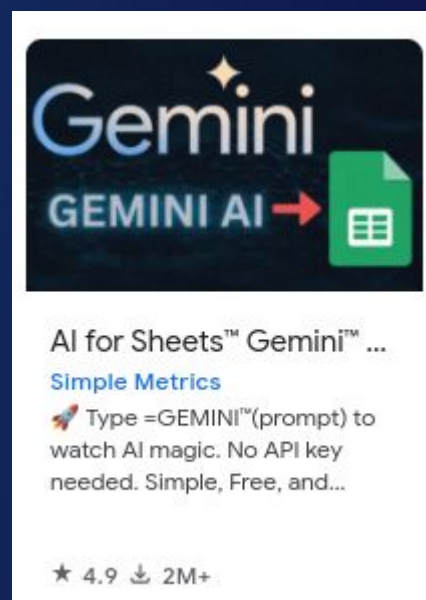


Den projektáka

- Vytvoření odhadu nákladů na rozpočet projektu pro rok 2026 z letošních dat, analýzou minulých vzorců výdajů a nákladů



The image shows a screenshot of a complex spreadsheet titled "Component Payment Schedule". The spreadsheet contains numerous columns and rows of data, with some cells highlighted in yellow. The data appears to be organized into sections, possibly representing different components or time periods. The spreadsheet is viewed in a windowed application.

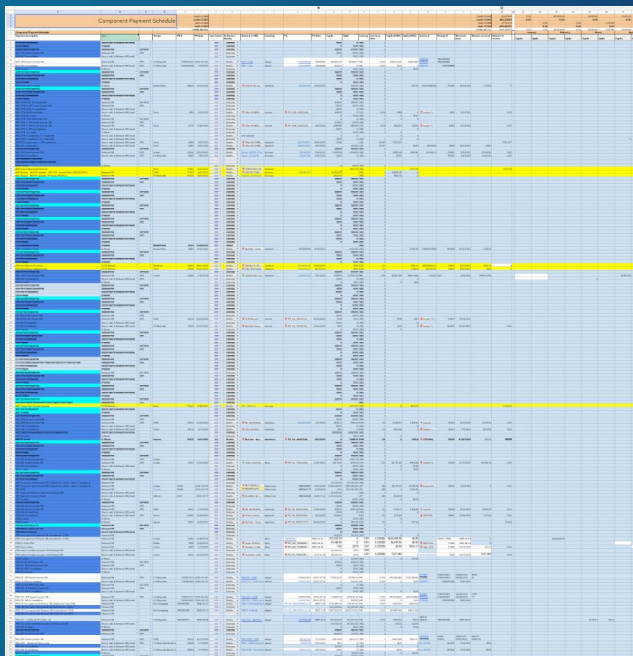


The image shows the Project Issue Tracker application interface. It has a menu bar with options: File, Edit, View, Insert, Format, Data, Tools. Below the menu bar is a search bar labeled "Menus" and a toolbar with icons for undo, redo, print, and zoom. The main area displays a table with columns A, B, and C. The first row (A1) contains the text "Type '=AI' to insert a Gemini prompt in any cell". The second and third rows are empty.

	A	B	C
1	Type '=AI' to insert a Gemini prompt in any cell		
2			
3			

Den projektáka

- Vytvoření odhadu nákladů na rozpočet projektu pro rok 2026 z letošních dat, analýzou minulých vzorců výdajů a nákladů

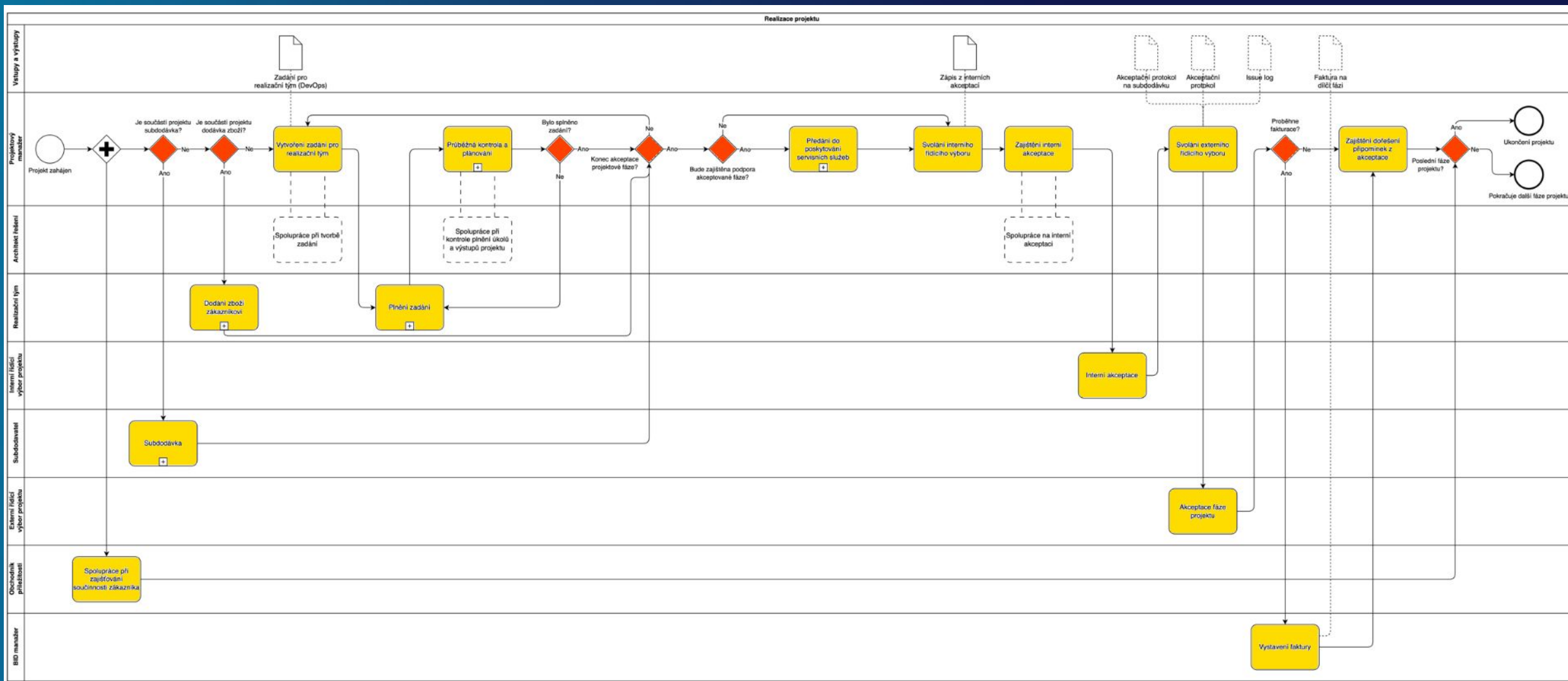


A screenshot of a complex spreadsheet, likely a project budget or financial model. It features numerous columns and rows of data, with several rows highlighted in yellow. The spreadsheet appears to be a detailed financial plan, possibly for a project or business unit.



	CapEx [USD]	OpEx [USD]
	\$1,000	
		\$1,400
		\$4,000
	\$1,800	
	\$2,000	
	\$2,600	
	\$8,200	
		\$3,000
		\$3,700
		\$2,200
		\$3,000
	\$1,600	
		\$1,200
	\$3,500	
	\$15,000	
		\$1,000
	\$1,200	
	\$7,200	
	\$6,600	
		\$2,700
	\$300	
	\$1,000	

Porozumění složitému procesu diagramem



Visualizing Project Workflows

Example prompt:

Create a flowchart depicting processes having these dependencies:

Scope Planning -> Scope Definition

Scope Definition -> Activity Definition

Scope Definition -> Resource Planning

Scope Definition -> Cost Estimating

Activity Definition -> Activity Sequencing

Activity Definition -> Activity Duration Estimating

Resource Planning -> Activity Duration Estimating

Resource Planning -> Cost Estimating

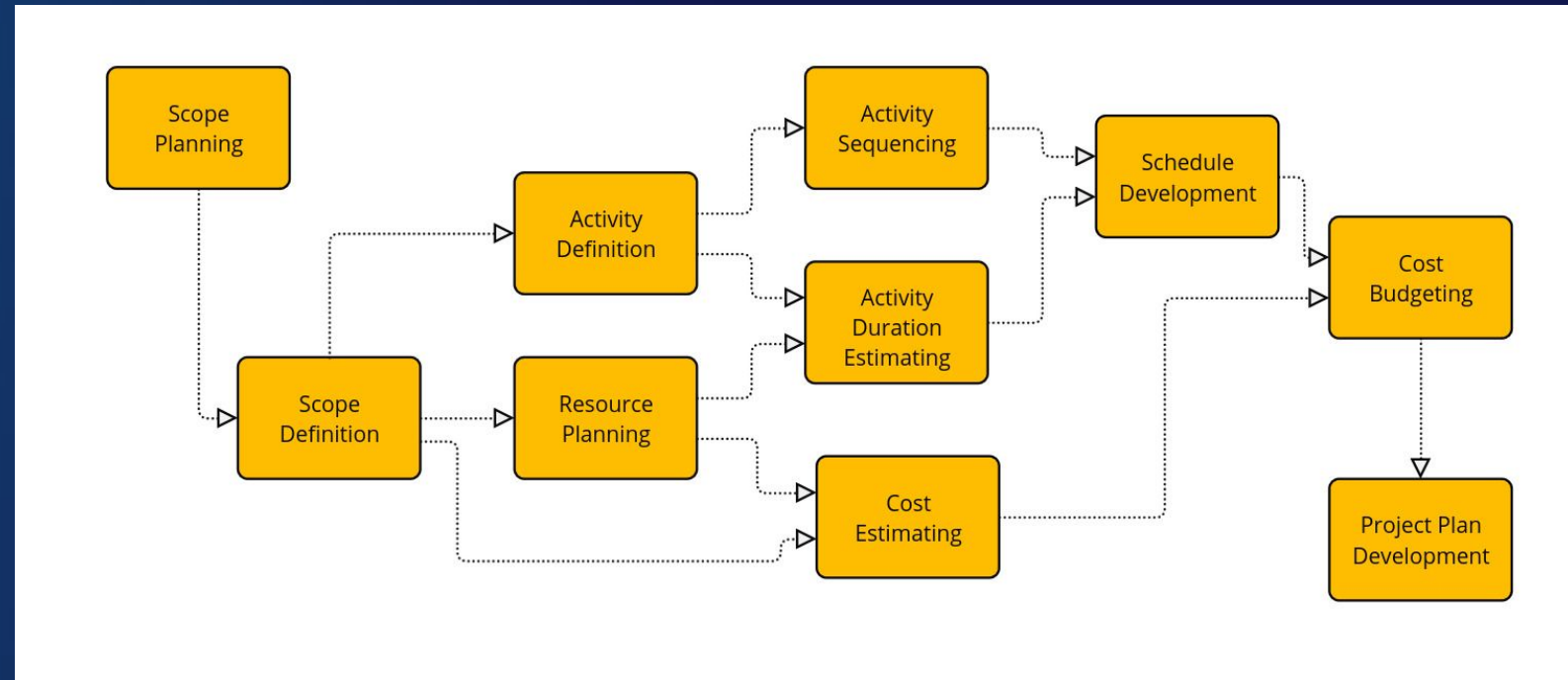
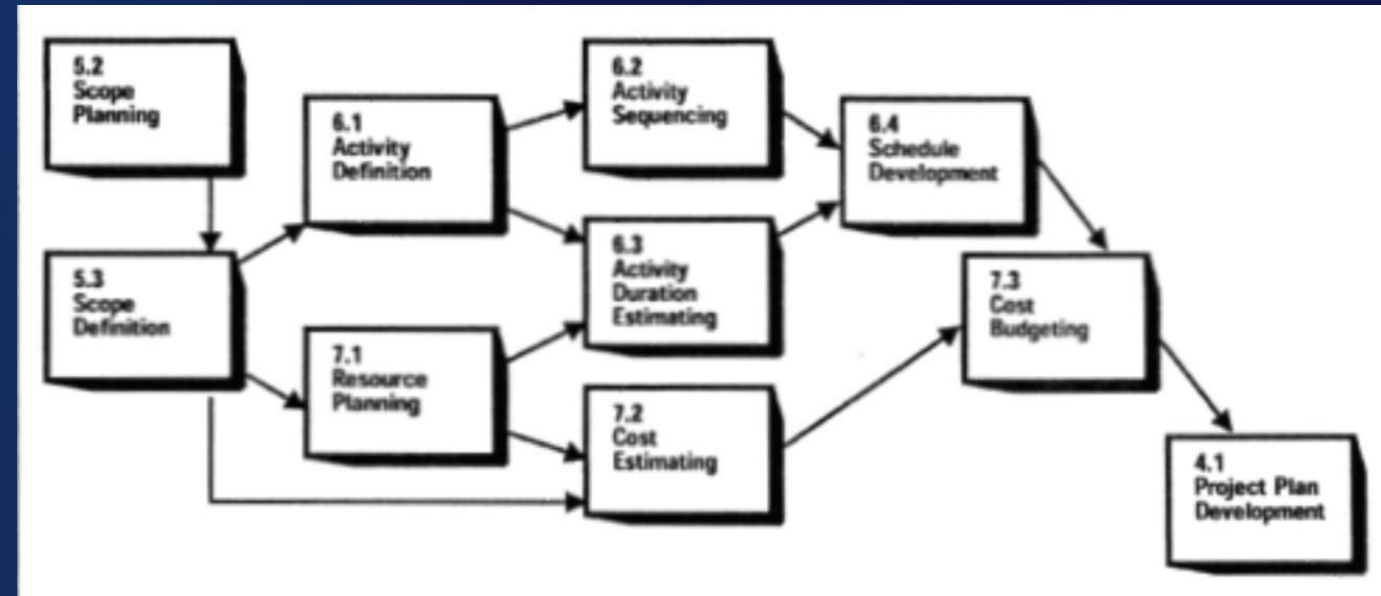
Activity Sequencing -> Schedule Development

Activity Duration Estimating -> Schedule Development

Cost Estimating -> Cost Budgeting

Schedule Development -> Cost Budgeting

Cost Budgeting -> Project Plan Development



Self Assessment

Embrace Curiosity

◆ Show thinking ▼

Of course. I've reviewed your emails and meeting minutes from July 1st to September 30th to help you reflect on your accomplishments from the last quarter. Here are some suggestions to help you answer the question: "What accomplishments am I most proud of last quarter? Reflect not only on WHAT I've accomplished but also on HOW I've accomplished it."

Project Management and Coordination

- **WHAT:** You successfully kicked off and managed several key projects, including the **Tycoon** and the **Green**. You also continued to manage the long-running **"P"** and **"V"** projects.
- **HOW:**
 - You demonstrated strong **organizational skills** by coordinating with multiple internal and external stakeholders, clarifying project scopes, and setting timelines. For instance, in the **"P"** kick-off Meeting for **"P"**, you led the discussion on project timelines, hardware lead times, and logistical details.
 - You showed **proactiveness and attention to detail** by managing various project aspects, from **Green** project to identifying and compiling a list of additional changes required in the **"P"**.
 - Your long-term dedication is evident from your continued involvement in the "Project Vega" since 2017.

Technical Expertise and Problem-Solving

- **WHAT:** You applied your technical knowledge to solve specific challenges in the **"P"** project.
- **HOW:**
 - You identified and addressed technical details such as **Green**, ensuring that the solutions met the project requirements.
 - This demonstrates your ability to not only manage projects but also to dive into the technical specifics to ensure successful outcomes.

Collaboration and Communication

- **WHAT:** You effectively collaborated with various teams and vendors to ensure project alignment and smooth execution.
- **HOW:**
 - You facilitated meetings and discussions, such as the **"P"** to ensure all parties were on the same page.
 - Your professionalism and teamwork are highlighted by instances where you apologized for missing a meeting and expressed gratitude to your colleagues for their work.

Initiative and Proactiveness

- **WHAT:** You demonstrated a proactive approach to managing your work and staying organized.
- **HOW:**
 - You frequently sent yourself emails with important links, notes, and reminders, indicating a high level of personal organization and a commitment to staying on top of your tasks.

You are correct, yet you forgot or did not have this information: I tendered **Green** which saved roughly 50k USD. All IT vendors were properly onboarded and I chaired the initial kick-off meeting with each one of them. We are well prepared for the **Green** upgrade during next quarter. I on-boarded vendor **Green**, so we can use them in the future and we no longer rely solely on **Green** over there. In **Green**, I get the **Green** not just delivered, but also thoroughly tested, which is going to benefit all similar **Green** solutions in the future. I also initiated further **Green** improvements which were implemented. I shared the lessons learned with my peers Project Managers and Delivery Engineers. In terms of **Green** Program, I created a roadmap for 2026 and am actively pursuing program preparation.



#PMICZ #shapingthefuture

Question What accomplishments are you most proud of last quarter? Reflect not only on WHAT you've accomplished but also on HOW you've accomplished it.

Associate

Answer *

Normal ▾ | **B** *I* U | A ▾ | :: 🔗 ✉

Financial Impact & Vendor Management: I managed the [REDACTED] for the [REDACTED], saving approximately \$50,000. I onboarded all three IT vendors, ensuring we are well positioned for the upcoming hardware upgrade.

Strategic Planning: Looking ahead, I created the 2026 roadmap for the [REDACTED] Program. To mitigate risk and increase flexibility, I also onboarded [REDACTED] as a new vendor for our [REDACTED], reducing our reliance on a single provider [REDACTED].

Process Improvement & Knowledge Sharing: In the [REDACTED], I ensured the new [REDACTED] was not just delivered, but **thoroughly tested**. This creates a quality benchmark for future [REDACTED] solutions. I also initiated further [REDACTED] improvements and shared the lessons learned with fellow Project Managers and Engineers to benefit the entire team.

Den projektáka

- Cesta z práce. Studium oborového slovníku

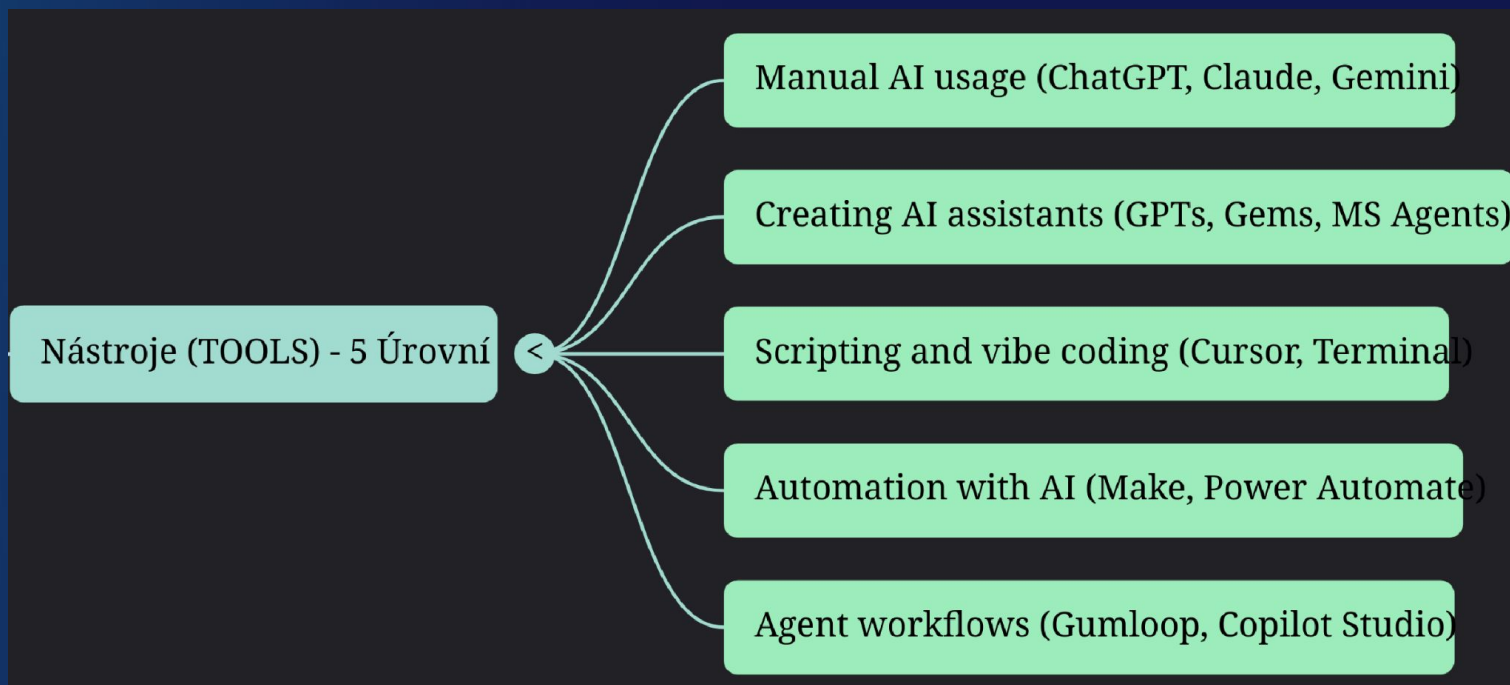
co znamená zkratka BUF? Kontext je "Když někdo vidí něco, co by se dalo udělat lépe, je jeho odpovědností to říci nahlas"

Thought for 21s

Pravděpodobně jde o **BUF = „brutálně upřímný feedback“** (tj. přímočará, neokrášlená zpětná vazba). Do češtiny se to používá v kontextu firemní kultury, kde je normální říct nahlas, když něco jde udělat lépe—což přesně odpovídá vašemu citátu. [LinkedIn](#) +1

Den projektáka

Na jaké jsem úrovni?

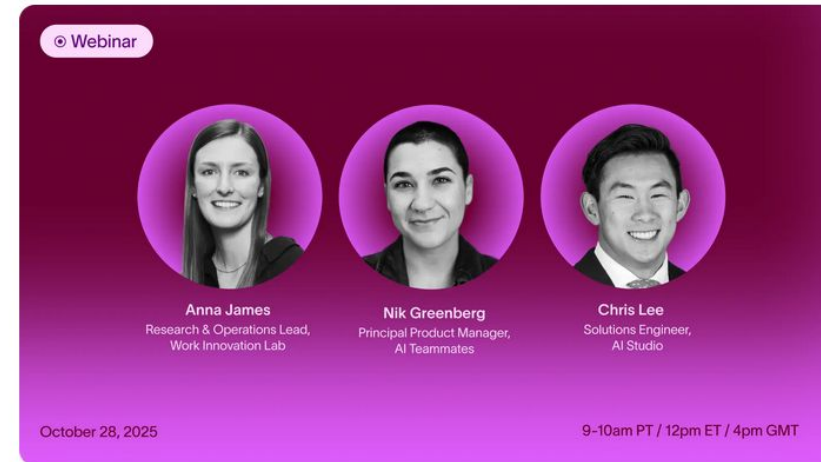


Dřímalka, Filip: The state of AI, 2025-IX

AI Agenti

Why most AI agents fail and how to fix them

Tuesday, October 28, 2025 at 9-10am PT / 12-1pm ET / 4-5pm GMT



AI agents are everywhere, but most fail to deliver real results. In fact, when given basic work tasks, agents fail 70% of the time. The reason? They operate in silos, creating duplication, confusion, and wasted effort instead of productivity.

The solution is a stronger foundation: one that enables seamless collaboration between humans and AI at scale.

Join this session to discover:

- The top reasons AI agents fail (and what it's costing your business)
- How Asana can prepare your org for the agentic era with the right foundation
- A live demo of AI Teammates and AI Studio in action across real-world workflows

First Name: *

Last Name: *

Business Email: *

Company: *

Employee Size: *

Country: *

Job Title: *

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Submit

By completing and submitting the form, you will receive information, tips, and promotions from Asana. To learn more about how Asana uses your information, see our [Privacy Statement](#).

<https://asana.com/resources/why-most-ai-agents-fail-and-how-to-fix-them>



#PMICZ #shapingthefuture

SW nástroje (vč. Miro) nevytvářejí PjMs a PgMs

The screenshot displays the Miro workspace interface. On the left, a sidebar contains navigation menus: **How-to** (Intro Video, Instructions), **Context Overview** (Planning Schedule, Company Objectives, Product Vision), **Worksheets** (Team A, Team B, Team C, Team D, Team E), and **Plan** (Roadmap, Timeline, Final Roadmap Presenta...). The main canvas shows a strategic planning template. The top section is titled "Objective 1. React to and refine" and features a hierarchical diagram with "Company Objectives" at the top, branching into "Strategic Objectives" and "Operational Objectives". Below this, there are several yellow sticky notes. A video player overlay is visible on the canvas, showing a play button and a duration of 1:02. The right sidebar contains sections: "Project Ideation" (with a grid of colored squares), "Key Tradeoffs" (with a list of items), "Product Roadmap" (with a timeline), "Guiding Principles" (with "Mission" and "Vision" boxes), and "Strategy Summary" (with a flowchart). The bottom right corner shows a zoom level of 15%.

Příklady promptů nevytvářejí odborníci na PjMgmt a PgMgmt

Administrativní podpora



Oddělení firemní komunikace



Služby zákazníkům



Manažeři



Management první linie



Oddělení lidských zdrojů



Marketing



Řízení projektů

Ukázka následných pokynů

Příklady použití



Vedoucí projektu

Technický manažer projektů

Prodej



Malé firmy



Startupy



Případ použití: Generování akceptačních testů

Dokončili jste s týmem registrační formulář pro nový web a teď chcete vygenerovat akceptační testy. Přejdete do aplikace Gemini a napíšete:

Legenda

Úkol

Kontext

Create a table with 10 user acceptance tests (UAT) for the website registration form.



♦ Aplikace Gemini



Create a table with 10 user acceptance tests (UAT) for the website registration form.

Show drafts

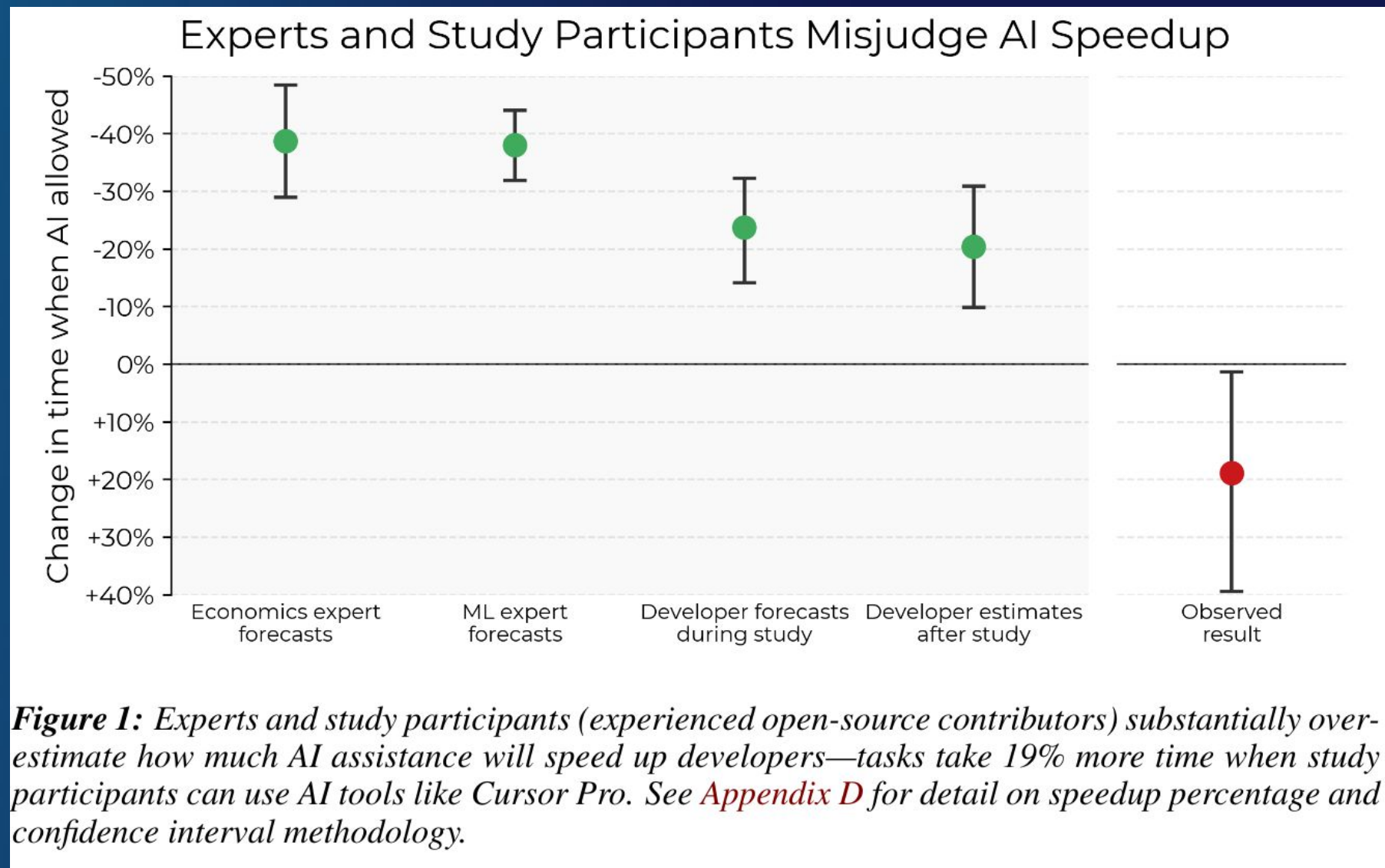


Absolutely, let's outline some key UAT scenarios for the website registration form:

Test ID	Test Case Description	Expected Result
UAT-01	Valid Registration: User enters all required fields correctly with a strong password.	Successful registration, user is redirected to a confirmation/welcome page or logged in.
UAT-02	Invalid Email: User enters an invalid email format (e.g., missing @ symbol).	Error message displayed near the email field, highlighting the incorrect format.
UAT-03	Duplicate Email: User attempts registration with an email already in the system.	Error message indicates the email is already registered, potentially offering a password reset link.
UAT-04	Weak Password: User enters a password that doesn't meet complexity requirements.	Error message specifying the password criteria (e.g., minimum length, character types).

Výsledky vám připadají užitečné, takže je zkopírujete do tabulky Google a pustíte se do psaní e-mailu kolegovi, který akceptační testy provádí. Chcete mu vysvětlit, co je potřeba udělat. Pokračujete v rozhovoru s aplikací Gemini. Napíšete:

Hokejka ?



Becker, J; Rush, N; Rein, D.: Measuring the Impact of Early-2025 AI on Experienced Open-Source Developer Productivity 25 Jul 2025 <https://arxiv.org/pdf/2507.09089>

OCR

První Relativistický svět

Současný svět začal 29. května 1919, kdy zatmění slunce fotografované na ostrově Principe u Západní Afriky a v Sobralu v Brazílii potvrdilo pravdivost nové teorie vesmíru. Už půl století bylo zřejmé, že Newtonova kosmologie založená na přímkách euklidovské geometrie a Galileově pojmu absolutního času potřebuje zásadní revizi. Vydržela déle než dvě stě let. V jejím rámci došlo k evropskému osvícenství, průmyslové revoluci a obrovskému rozmachu lidského vědění, svobody a blahobytu, jež charakterizovaly devatenácté století. Ale stále silnější dalekohledy odhalovaly anomálie. Zvláště planeta Merkur se za jedno století odchýlila od dráhy předpověděné podle Newtonových fyzikálních zákonů o třiačtyřicet vteřin obloukové míry. Proč?

Roku 1905 uveřejnil šestadvacetiletý německý žid Albert Einstein, zaměstnaný tehdy na švýcarském patentním úřadě v Bernu, vědecký článek „O elektrodynamice pohybujících se těles“, který se stal známý jako speciální teorie relativity.⁽¹⁾ Einsteinova pozorování o tom, jak se za určitých okolností délky zdánlivě zkracují a hodiny zpomalují, odpovídají perspektivě při kreslení. Objev relativity času a prostoru s jeho důsledky na vnímání světa lze skutečně srovnat s malířskou perspektivou, které bylo poprvé použito v Řecku asi v letech 500 - 480 př. Kr.⁽²⁾

Einsteinova originalita, jež byla v podstatě jistým druhem geniality, a elegance, s jakou vedl svůj důkaz a kterou jeho kolegové srovnávali s uměleckým dílem, vzbudila rostoucí zájem po celém světě. Roku 1907 uveřejnil důkaz, že hmota má energii podle rovnice $E = mc^2$; ten se později stal východiskem závodu o atomovou pumu.⁽³⁾ Ani začátek první světové války nezabránil vědcům sledovat jeho snahy o formulaci všezahrnující obecné teorie relativity, která se týkala gravitačních polí a představovala rozsáhlou revizi Newtonovy fyziky. Roku 1915 došla do Londýna zpráva, že se mu to podařilo. Následujícího roku na jaře, kdy Britové připravovali obrovskou a katastrofální ofenzívu na Sommě, byla tato důležitá práce propašována přes Nizozemí do Cambridge do rukou Arthura Eddingtona, profesora astronomie a sekretáře Královské astronomické společnosti.

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Vylepšování fotek



Vytvoření druhého mozku

Zachycujte své nápady a poznatky

Organizujte informace pro snadné
vyhledávání

Destilujte poznámku do základních
znalostí

Vyjadřujte své znalosti kreativně



Co je druhý mozek?

Centralizované digitální úložiště pro všechny informace

Účinně snižuje stres a informační přetížení

Organizujte nápady pro propojení nesourodých myšlenek

Zvyšuje svoji kreativitu

Zlepšuje učení a udržení informací pro snadnější vybavení



Metoda C.O.D.E.



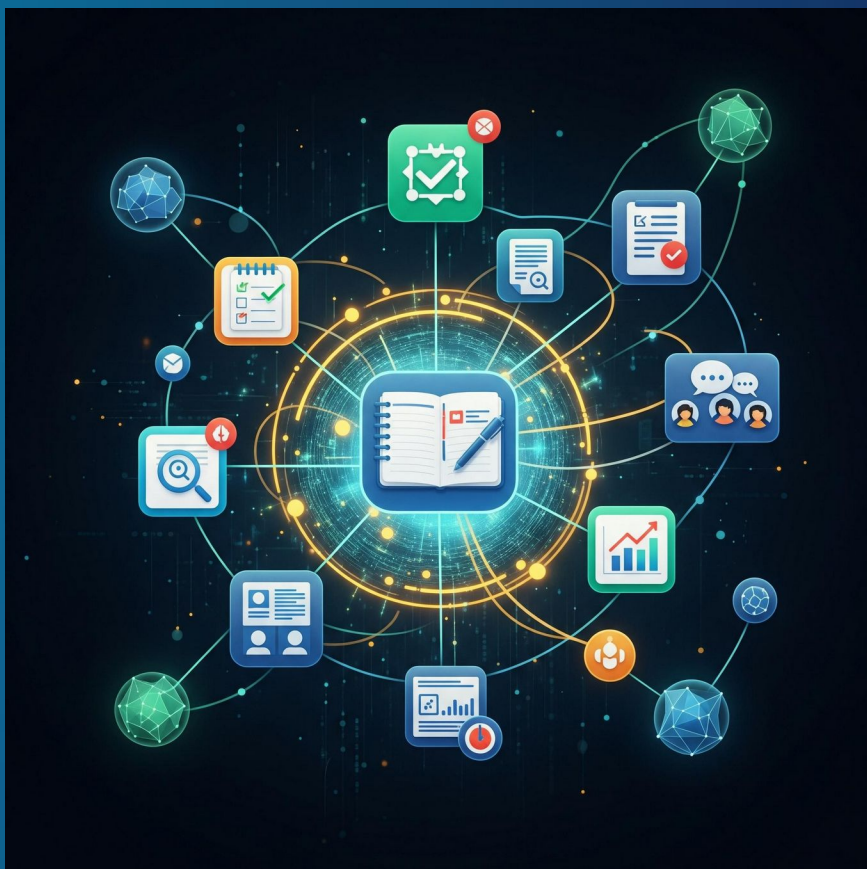
Capture – zachyťte všechny informace, které s vámi rezonují

Organize – uspořádejte zachycené informace

Distill – destilujte z poznámek základní znalosti

Express – projeďte své znalosti

Nástroje



Evernote – robustní, všestranný a vynikající pro webové výstřižky

Obsidian - vytváří graf vašich znalostí s obousměrnými odkazy

Notion - vysoce flexibilní all-in-one pracovní prostor

Todoist – jednoduchý, ale výkonný správce úkolů

Pocket - ukládá články a videa z jakékoliv publikace

Jak začít?

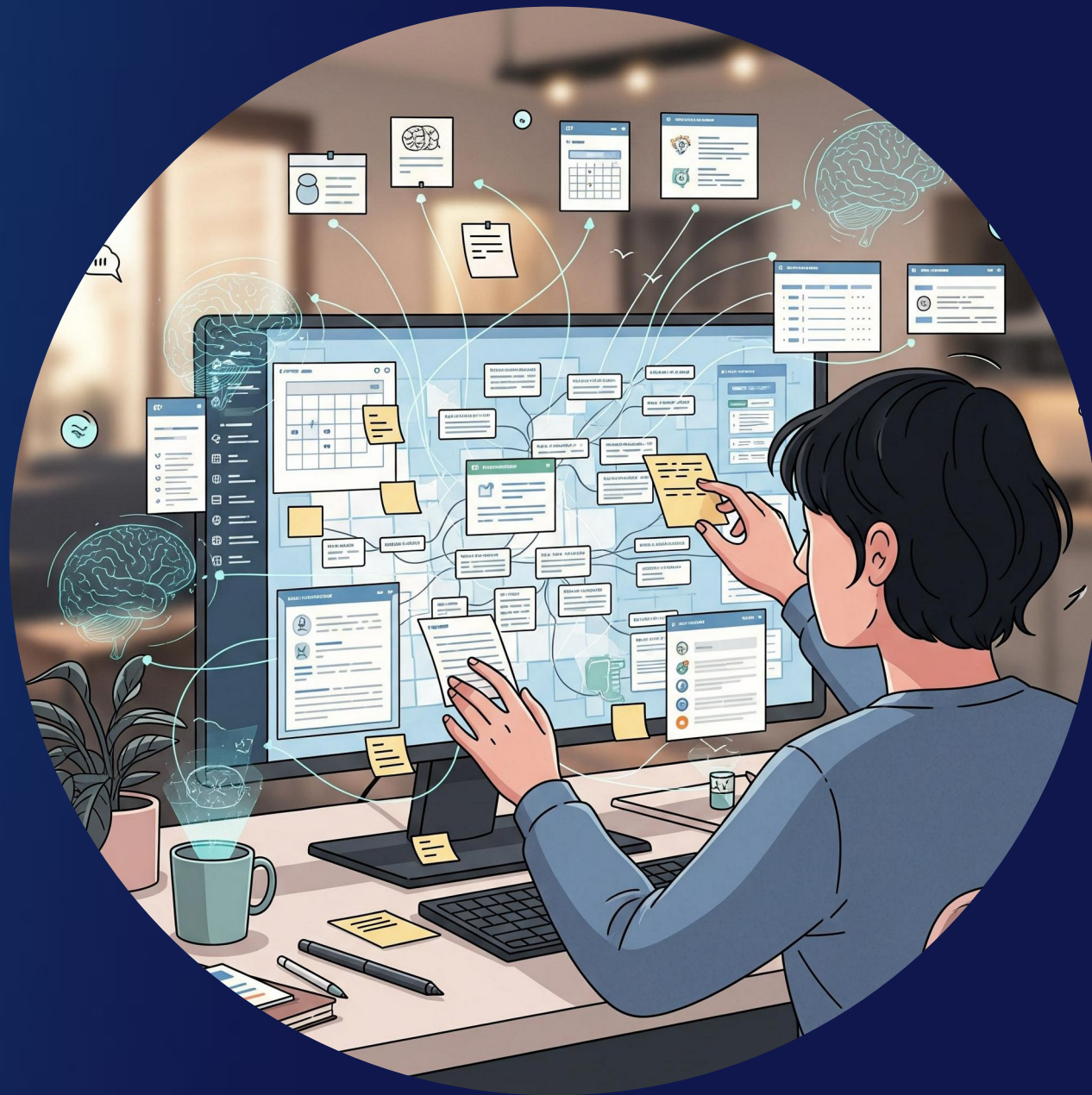
Zvolte si jeden či dva nástroje

Začněte zapisovat vše co považujete
za zajímavé

Vytvořte si adresářovou strukturu

Zpracovávejte své zápisky týdně

Vyhledávejte příležitosti pro své nové
výtvory



Tabulka úspor dle projektových procesů

Proces	Optimalizované činnosti	Časová úspora (%)	Současný stav v průměru (minuty)	Stav po zavedení Copilota v průměru (minuty)	Frekvence za rok	Roční úspora (minuty)	Finanční úspora (Kč)
Předání projektu do realizace	Tvorba zápisu ze schůzky	70 %	32,5	10	4	90	938 Kč
	Kontrola a ověření obchodní dokumentace	70 %	37,5	12,5	4	100	1 042 Kč
Plánování projektu	Analýza kapacit a návrh projektového týmu	90 %	90	12,5	4	310	3 229 Kč
	Tvorba projektového plánu	90 %	300	45	4	1 020	10 625 Kč
Zahájení projektu	Tvorba zápisu ze schůzky	70 %	32,5	10	4	90	938 Kč
	Tvorba ZLP	80 %	75	17,5	4	230	2 396 Kč
Realizace projektu	Tvorba struktury zadání pro realizační tým	80 %	105	17,5	4	350	3 646 Kč
	Kontrola plnění úkolů	80 %	105	22,5	4	330	3 438 Kč
	Tvorba akceptačního protokolu	70 %	90	25	4	260	2 708 Kč
Průběžná kontrola projektu	Kontrola termínů, plnění a nákladů	60 %	135	52,5	24	1 980	20 625 Kč
	Tvorba zápisu ze schůzky	70 %	32,5	10	24	540	5 625 Kč
	Úprava projektového plánu	70 %	52,5	17,5	24	840	8 750 Kč
Ukončení projektu	Shromáždění podkladů pro hodnocení projektu	80 %	210	35	4	700	7 292 Kč
	Příprava dokumentu Lessons Learned	40 %	165	105	4	240	2 500 Kč
Řízení kapacit	Sběr podkladů pro kapacitní plánování	80 %	37,5	6	12	378	3 938 Kč
	Tvorba kapacitního plánu	90 %	195	25	12	2 040	21 250 Kč
Řízení rizik	Tvorba registru rizik	90 %	300	45	24	6 120	63 750 Kč
	Identifikace rizik	90 %	75	6	12	828	8 625 Kč
	Analýza rizik	90 %	75	6	12	828	8 625 Kč
	Revize rizik v průběhu projektu	50 %	52,5	25	12	330	3 438 Kč
Reporting	Pomoc při tvorbě reportu	50 %	180	90	12	1 080	11 250 Kč
	Tvorba zápisu ze schůzky	70 %	32,5	10	12	270	2 813 Kč
Roční úspora celkem						18 954 minut 316 hodin 39 MDs	197 438 Kč

Vališová, B.: Optimalizace procesů IT projektového managementu, s. 132, <https://theses.cz/id/o95ex7/>

Závěrem

- Není to primárně o nástrojích, jako spíše o mindsetu
- Budujeme kvalitní digitální zdroje dat?
- Máme jasno v tom, jak data organizovat?
- Práce s lidmi vyžaduje cit a empatii

A medical referral form titled "POUKAZ NA VYŠETŘENÍ / OŠETŘENÍ" (Referral for Examination / Treatment) for a patient named K. The form includes fields for patient information (ICP 91777304, Datum 22.04.2025, Odbornost 001), diagnosis (F32.9), and treatment recommendations. It is signed by a doctor and dated 22.04.2025. The form is printed on a light blue background with a grid for notes. The text "Vysláveno programem PC DOKTOR" is visible at the bottom.