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## Guideline to increase efficiency of E-Mail communication within projects

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By Oliver Möller

GRIN Verlag Aug 2010, 2010. Taschenbuch. Book Condition: Neu. 210x148x2 mm. This item is printed on demand - Print on Demand Neuware - Seminar paper from the year 2010 in the subject Business economics - Marketing, Corporate Communication, CRM, Market Research, Social Media, grade: 1,3, University of Applied Sciences Essen, language: English, abstract: The usage of E-Mails as a rather new means of communication has increased steadily since its inception in 1971. Whether for private or business matters, the increasing importance and coherently high amount of E-Mail communication can be problematic: Important information gets lost in too much communication. Especially for project management, due to limited time and resources as well as having the right information at the right time shared with the right persons, it has become vital to use E-Mails efficiently. Therefore the inherent question is, what efficient E-Mail communication is and how it can be increased in project management. Most of the recent literature about project management does not provide an integrated guide considering communicational aspects in project management and classic communication theories. Furthermore none of the project management literature is focusing on e-mail communication in particular. This paper has the objective to provide a guideline to...



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