



Essentials of Project Management

AUDIENCE

Experienced Project Managers with no formal training, new Project Managers, project team members.

Learn the technical aspects of succeeding as a Project Manager

Program Benefits

This two-day workshop combines classroom instruction and a board simulation to address the importance of project planning and execution. It also provides keen insight into effectively managing project stakeholders and core team members. Designed for newly-appointed project managers and team members, the workshop delivers a basic understanding of technical project management. The program is based on the Project Management Institute's *Project Management Body of Knowledge* (PMBOK). After experiencing the workshop, participants will be better able to produce:

- The right core project team able to effectively implement project plans
- Faster projects
- Lower-cost projects
- Higher quality-to-cost ratios resulting in greater project profitability

Program Description

With support from the board simulation, participant teams must execute a project with an expected duration of approximately 4 months. (This timeframe can be scaled up or down from 4 weeks to 4 years.) Activities and resources must be matched and the teams have to consider additional constraints. Events occur during the project that affect time, cost and profitability. Each event requires participants to make decisions. Team results are measured by the total duration time of the project, total cost of the project, and the teams' ability to estimate time, cost and outcomes. Workshop learning includes:

- How to use and apply proven planning and control techniques in a realistic environment.
- How to adapt resources when unforeseen events occur
- How to manage internal or external resource restrictions
- How to manage financial objectives and budget constraints
- How to select and efficiently utilize information supplied by software

Throughout *Essentials of Project Management*, conclusions and comparisons are made with real-life situations so that knowledge gained from the simulation can be applied to actual participant projects.

Implementation/Customization

This program is a 2-day, hands-on learning experience. The board solution can be delivered by internal trainers or BTS consultants.