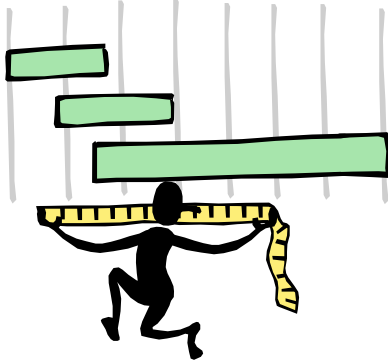


Project Management

One and two day courses

So much to do, so little time?



- ✓ Do you need to provide value for money
- ✓ Do you find you are struggling to juggle priorities, timescales, resources and shifting specifications
- ✓ Do you feel like developing and running a project to a successful conclusion is like trying to run through treacle.

Ensure that you can plan and deliver general management projects on time, to target and to budget.

This one day highly interactive course will give you the tools to identify what you already have and what you need to support you when working on projects. You will get to define your project management approach and add new tools and techniques to your tool kit.

The course covers

- Understanding what a project is
- Understand the different formal approaches to project management such as Prince 2 and Six Sigma
- Ensuring correct project specifications
- Taking a correct brief and defining mileposts and goals
- Handling stakeholders and inclusion
- Understanding and demonstrating the use of Planning, Work Breakdown, Resources, Communication and Sign Off
- Using effective monitoring
- Understanding and applying risk and impact analysis
- Understanding and applying project evaluation

Call or e-mail me to discuss your requirements:



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