



THE KEYS TO SUCCESSFUL PROJECT MANAGEMENT

Project management has become one of the commonest ways of working in all areas of company life. Project mode is an effective way of breaking down the barriers between departments. The strength of a project is the way it combines skills to reach a goal that no single skill could have achieved alone. The success of a project depends on a variety of skills: an ability to organise work effectively, to access organisation resources, and to manage people cross-functionally. So that no effort is wasted, the project must be based on a tightly disciplined approach, and the right tools must be used. The role of each person involved must be carefully defined so that their contribution always generates added value. This remarkably clear and straightforward course provides you with all the tools and methods you need to run your project, and details key approaches that will help you ensure your team members are with you all the way.

This programme is designed for:

- managers or executives who have to run a project in their company
- junior project managers

At the end of this course you should be able to:

- scope your project and establish milestones
- organise your project by defining action points and resources required
- steer your project and manage slippage between schedule and reality
- coordinate project contributors and get them to cooperate
- communicate with project contributors and motivate them throughout the life of the project

The management certificate shows you have acquired the skills covered in the course.



Benefits of the programme:

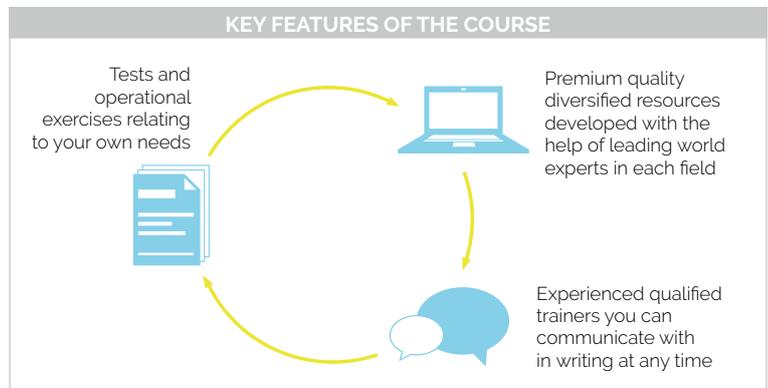
more effective project management
developing your leadership skills
improving cooperation to save time and energy

3 MONTH TRAINING PATH (21 HOURS)

A welcome message includes your login ID for the training course website.

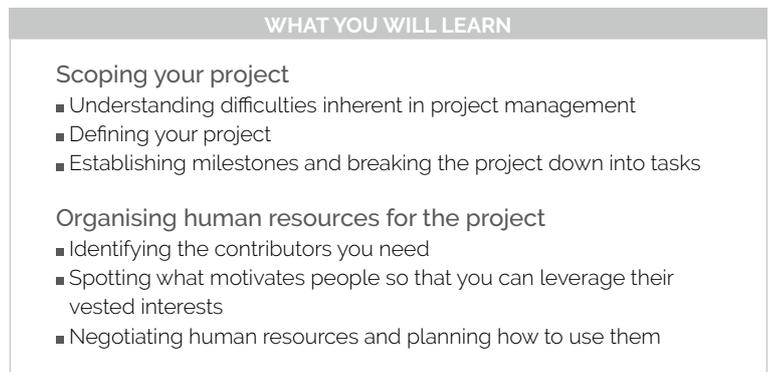
1 Preparing for the programme

Assess your level before you begin your training, and tell us what you expect from the course so that your trainer can recommend a personalised training path.



2 Mastering the fundamentals

Begin training and putting the fundamentals into practice, making the most of your trainer's experience and advice.



3 Building on what you've learned

Consolidate the skills you've acquired and build on them. Receive an action plan recommended by your trainer.



4 Receiving your certificate

Your trainer assesses your progress on the course. When the course is completed, you'll receive a certificate endorsing the skills you've acquired.

