

Duration 2 days

Overview

This course is designed for staff in a First Line manager role who need a basic grounding in the principles of Project Management.

The purpose of this course is to bring delegates to the point where they can create a realistic project plan and monitor its implementation.

We take an interactive approach, using a variety of teaching models including lecturer input, role-plays, individual and group exercises to examine the major phases of project development, planning and implementation.

Prerequisites

Some experience of working in a project team would be useful.

Objectives

At the end of the training the delegate will be able to successfully:

- List the characteristics of projects and of the successful project manager
- Identify the phases of a project
- Draw up a simple project plan and analyse it for criticality
- Give three reasons for the necessity for monitoring and control
- List project close tasks