



Introduction to Project Management

Duration

Half day

Suitable For

Those new to Project Management or with limited experience.

Objectives

By the end of the course delegates will :

- Understand the basic principles of Project Management
- Be able to describe a typical project structure and understand the different roles and information flows
- Be confident to initiate, plan and manage a small project

Course Overview

The aim of the course is to give delegates an understanding of the basic principles of good project management and to teach some practical techniques for initiating, planning, executing and monitoring projects. The course is based around the principles of Prince 2.

The course will consist of the following topics and will be underpinned by working through a simple case study project throughout the session :-

- What is a project ?
- Project Start Up – The Mandate
- Project Structure
- Project Planning
- Risk management
- Quality and Acceptance
- Stakeholder communication
- Managing project delivery
- Project closure

