

# PROJECT MANAGEMENT



## KEY LEARNING OUTCOMES

**At the conclusion of this course participants will be able to:**

- Recognise the characteristics of what projects look like by analysing key attributes
- Summarise the 5 processes of managing a project
- Agree precise specifications and scope for the project
- Identify project dependencies
- Define the project by developing a concise statement of the project's purpose
- Apply the RACI model for effective project management
- Demonstrate how project management objectives can be used to manage the process
- Define and evaluate SMART project principles
- Identify and rate risks according to a risk matrix
- Manage resources requirements by identifying costs and availability
- Demonstrate how to manage the project in order to meet stakeholder expectations
- Develop a collaborative project team environment
- Assign project responsibilities by determining specialist skills
- Control the project through clear milestones as a means of communication
- Work effectively under a project structure
- Deliver your project on time and on budget.

**M**ost roles now require people to manage numerous tasks, assignment and projects, which means that project management skills are essential. Whether it is organising an office relocation, a marketing campaign, a software update or even the staff Christmas party, project management has become a core competency.

Learn effective project management training skills with this new project management course. Project management skills such as developing new project-strategies and a better project-focus will bring about the results your organisation is looking for by equipping the people in your organisation with the tools to complete projects efficiently and effectively.

Help your team discover essential project management skills. These courses are custom designed to enable anybody responsible for projects to complete almost any task or project on time, on budget and within the project specifications.

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*“Project management has become a core competency.”*

## NUTS & BOLTS

### Would you like to attend this program?

For maximum effectiveness, this program is best conducted as an in-house program.

**Venue:** For your convenience, you can choose to conduct this program at your workplace. Alternatively, we can provide a training venue at a small additional cost.

**Options:** This can be tailored to fit with your timeframe.

**Target Audience:** Project Teams

**Cost:** Price on request.

**If you would like more information on this training program, please contact:**

Preferred Training Networks on 1300 323 752

**Email:** Deborah at [ddear@preftrain.com.au](mailto:ddear@preftrain.com.au)

or visit our website today: [www.preftrain.com](http://www.preftrain.com)



PREFERRED TRAINING NETWORKS