



Project Management



Duration: 2 days



Maximum group size: 12 people

Course overview

This course is ideal for employees who are asked to complete a variety of different business projects in addition to performing their current role. Delegates will learn the best practice principles behind managing projects successfully and the essential people management skills that are required when managing and communicating during project delivery.

Delivery methodology

Futureproof's training workshops require all delegates to take a full and active role throughout. Our mix of trainer led discussion, facilitation, coaching and skills practice ensures that all delegates enjoy an interactive and supportive learning experience.

Who would benefit from attending?

For those who are managing or taking an active role in business projects and who want to learn the key principles of effective project management.

Core development objectives covered

- Understanding the benefits of effective project management
- The key stages of project management
- Setting clear project objectives / goals
- Personal organisation, planning & prioritisation
- Monitoring & evaluating progress
- What makes a good project manager?
- Assigning key roles & responsibilities
- Managing project planning meetings
- Developing an effective communication strategy
- Managing & leading your project team
- Communicating to project stakeholders / sponsors



Want to tailor the content of this workshop and incorporate internal procedures, competency framework, organisational values & work-related challenges?

Get in touch with one of our Learning & Development Managers – 01623 409 824 • info@futureproof-training.co.uk