

Project Management

Managing Projects

Professional Learning
at  East Kent College

Innovation House, Discovery Park, Sandwich, Kent, CT13 9FF



Introduction

The course is engaging and challenging and puts you in the driver's seat to manage and deliver a project in just 2 days starting with a project mandate through to delivering a team presentation on the outcomes of your project.

Throughout the 2 days you are taken through the key project stages, amongst other challenges.

This is a 2 day course – delegates must be available to attend both days.

Next available course date is:

Day 1 – Thursday 9th April 2015

Day 2 – Friday 10th April 2015

Course Content

- Project Mandate
- Developing a Project Plan
- Identifying Stakeholders
- Identifying Issues and Risks
- Task Planning
- Budgets
- Resource Planning
- Communications Planning
- Dealing with Exceptions
- Closing the Project

Learning Outcomes

On completion of this course the delegate will be able to:

- Work towards successfully implementing the new skills and knowledge acquired on the course.
- Confidently identify the Key Project Stages from the Project Mandate and techniques on how to implement these.
- Develop, implement and evaluate your own project plan.
- Improved skills in communication, negotiation and persuasion of key stakeholders .
- Improved time management, organisation, resources and influence on your team to ensure success of your project venture.
- Prioritising and balancing your time, costs and quality.

Other professional courses available in:

- Leadership and Management
- Social Media Marketing
- Sales Management
- Working as a Science Technician

**Introductory offer for small businesses
FREE normally £395 + VAT***

**Subject to availability and Terms and Conditions.*

For more information and to book please visit www.eastkent.ac.uk/professional-learning

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