Project Management Basics. Once learned; applicable always.

...you won't believe what you could know about Project Management!

COURSE CONTENT AT A GLANCE:

Project Management Basics
- Project definition
- The triple constraint (Scope / Budget / Schedule)
- Roles and responsibilities of a Project Manager
- Stakeholder Management

The overall Project Life cycle
- Pre-Project-, Project- and Product life cycle
- Project Output / Outcome / Benefits
- The five process groups

Initiation and Planning
- Scope- and Requirements Management
- The Work Breakdown Structure
- Scheduling and Cost Planning, Risk- and Quality Planning

Project execution, Monitoring and Controlling
- From the Work Packages to the deliverables
- Team Building and Team Management
- Variance analysis, Earned Value and Forecasting
- Change and Claim Management

The right Project Closure
- Lessons Learned, contractual and administrative closure
- The final project acceptance by the project sponsor

ADDITIONAL TRAINING COURSES

- **Project Management Advanced. The course that goes in-depth.**
- **All other training courses**

YOUR BENEFITS

Get to know your project lifecycle. Go through all the critical phases of the project in a hands-on environment with an experienced trainer by your side.

Highlights:
- **A methodical approach from start to finish:** A clear definition of goals and content, schedule and cost planning, project and progress monitoring, and successful project completion. The more precisely you plan your project, the fewer surprises there'll be.
- **Know what's possible:** Learn about common Project Management methods and how to use them effectively.

TARGET GROUPS

- Project Leaders and Team Members
- Project Sponsors and Managers
- Business Analysts and IT Architects

HOW, WHERE & WHEN

- Duration: Two days
- On site or remote (via video conference)
- All documents are provided digitally
- Language: German or English
- Dates: On request

YOUR TRAINER: RAINER VOLK

After more than 30 years in close collaboration with my clients I can say one thing is for sure: It's still fun! How else could I successfully execute over 100 training courses throughout all industries and company sizes?
- Learned the trade from the bottom up (Programmer, Project Manager and Team Lead)
- Training, Consulting, Coaching and external project support – all services from a single source