

## The Unexpected Project Manager.

Have you found yourself having to run projects but have never been formally trained to do so? Feeling a bit lost as a result?

This is the course for you!

We provide **rapid Project management training** in key techniques.

Through a series of 3 short 3-hour seminars we provide you with a series of simple but powerful tools and techniques which will significantly increase the chances of your project being a success.

### What is included:

- **Defining clear project objectives**
- **Factors that affect how likely your Project will succeed**
- **Risk analysis of the likely barriers**
- **Managing the people affected by the project**
- **Developing a good project team**
- **Managing the ripple effects from the project**
- **Developing effective budgets**
- **Simple timescale planning**
- **Managing changes to the project**
- **Closing the project effectively**

### How do we deliver?

**We can deliver on-site or provide the course through a series of on-line webinars, delivered at a time and frequency to suit you.**

*For more information on how we can help you, contact us:*

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