



ESSENTIAL PROJECT MANAGEMENT

One Day 8-Hour Workshop Facilitated by a PMP

Date / Location: TBD

Custom on-site training

A hands on workshop where participants will learn the fundamentals of effectively planning and efficiently managing a project to closure.

AGENDA OF ACTIVITIES

- Define project terms and definitions
- Illustrate the project management processes
- Emphasize the importance of sponsorship
- Utilize the Project Charter process
- Design a Team Contract
- Analyze the project planning steps and their sequence
- Allocate time, expense, and resources
- Schedule a project and identify their critical path
- Assess project risks and their impact on project outcomes
- Design project risk mitigation strategies
- Understand how to set up a communication plan
- Explain the importance of closing out a project

IMMEDIATE TAKEAWAYS

- Results-oriented approach for successful project management
- Common understanding of Project Management terms and definitions
- Practical tools for immediate on-the-job application
- Confidence to implement project management best practices
- The ability to conclusively verify project success
- Effective management of people, scope, deadlines and budget



YOUR PROJECTS. YOUR PEOPLE. YOUR SUCCESS.

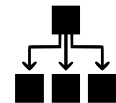
OUR UNIQUE APPROACH



Small
Class Size



Practical Tools for Immediate
On-The-Job Application



Plan Your Real Life
Projects

Contact us for pricing.

Workbook, templates and real project planning included.

7.5 applicable credits for PMP and CAPM certification

To register, or for more information call 720-373-2601 or email info@Ready2ACT.com.

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