



All sorts of solutions for all sorts of people

Everyday Project Management

Overview

Everyday we are involved in projects whether we realise it or not. Statistically 85% of all projects fail because of poor project management. On this three-day course learn how to make projects work for you.

Designed For

People who want to understand project management; who want to up-skill prior to undertaking a qualification in project management or related professions or who believe that some understanding and more specialised skill sessions can enhance their employment opportunities.

On this course you will learn how to:

- **Feasibility Phase**
 - Identifying the business case;
 - Defining the scope of the project;
- **Planning Phase**
 - Coordinating and implementing project planning activities;
 - Constructing the project timeline;
 - Implementing risk management;
 - Determining a communications strategy;
- **Implementation Phase**
 - Monitoring & Performance;
 - Reporting;
 - Change Management;
 - Determining a communications strategy;
- **Action & Control Phase**
 - Reviewing outcomes and
 - Sign off

Learning Outcomes

- An understanding of the project management phases
- Ability to work through a project in a systematic manner

"A project is complete when it starts working for you, rather than you working for it." Scott Allen

Course Details

Cost: \$1,185

Length: 3 day, Face-to-Face

Includes:

Workbook, morning tea, lunch and afternoon tea

Dates and Venues

Contact AllsortsCT for next available course.

Phone: **07 55464950**

Email: info@allsortsct.com.au

What CLIENTS Have to Say...

"Project management doesn't seem as daunting now" LF Manager

"I really enjoyed this course. It was practical, fun and gave me tools which I can use in the workplace". MF Correctional Services