

MASTERING PROJECTS

A two-day case based workshop for **Busy Professionals** who want to successfully **initiate and deliver outstanding projects** that will help them **achieve their business aim** and **improve their bottom line.**

Do you.....

- Find your projects overrun or don't deliver what was expected?
- See your projects constantly changing pace and direction as other priorities keep leap frogging them?
- Feel frustrated that there isn't a simple, straightforward way to manage and be in controls of all of your projects?

Would you and your company benefit if you could.....

- Handle your projects in a timely, consistent and controlled way?
- Make more progress on the projects that count?
- Start projects knowing that you will finish them?

If you've answered **'YES'** to any of the above
this course is tailor made for you!

"Sometimes the smart need the simple to be truly brilliant"

Workshop overview.....

Many project teams spend their days in a frenzy of activity, but achieve very little because they're not focusing their effort on the things that matter most. How many projects have you been involved with where everyone is working hard but the team isn't realising its full potential?

Come to this intensive 2-day workshop to learn how to deliver the right projects better. At the end of the workshop you'll understand the most important techniques to ensure project success as well as how to avoid the most common pitfalls that frequently derail projects.

You will also take away a great, yet incredibly simple toolkit that you can use to make sure you deliver on your projects every time.



strategise

LIMITED

You should attend if.....

You currently are, or if you plan to be responsible for delivering all of part of a project – this includes Project Managers, Project Team Members and anyone else with an interest in ensuring that a project delivers what it set out to.

You will learn how to.....

- Set up, scope and plan your project
- Build an effective project team that wants to work together
- Prevent risks, issues and changes from derailing your project
- Manage your time to ensure all tasks receive the appropriate attention
- Ask the right questions at the right times
- Put in place streamlined communications to ensure all involved parties know what they need to at the right time

The Workshop will cover.....

- Introduction to Project Management
- Defining Project Aims & Objectives
- Scoping the Project
- Building the Project Team
- Planning the Project
- Managing Risk
- Controlling Changes
- Communicaton

“Wow, a truly outstanding course. The trainer really knew his stuff and there is so much that I can apply immediately. Project management will never be the same again”

(Andy F, Project Manager, Logistics Sector)

The workshop is designed around a project management case study. This allows participants to practice key project techniques and develop real world core project documentation during the 2 day workshop.

At the end of the workshop key project management templates will be made available to course participants for their own use.

2008/09 dates and venues across the Midlands £680+ vat

■ 23rd-24th September 2008

■ 24th-25th March 2009

■ 9th-10th December 2008

■ 23rd-24th June 2009

3 ways to book

By Phone on **01676 535502** By Fax on **0700 606 8598**

or Online at **www.strategise.com/bookings**