

The Complete Course on Project Management Fundamentals

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Geneva (Switzerland)

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2022-2023 **139-1830-126** **Location:** Geneva (Switzerland) **Fees:** 5200 GBP

Why This Course

Project management is a critical skill across all industries. Whether managing small initiatives or complex projects, having a structured approach ensures better planning, smoother execution, and more successful outcomes.

This comprehensive 5-day program is designed to provide a solid foundation in project management. It combines essential concepts with practical application, enabling participants to confidently manage projects from start to finish while delivering results on time and within scope.

What You'll Learn and Practice

By joining this program, you will:

- Understand core project management principles and methodologies.
- Develop structured project plans, schedules, and resource strategies.
- Apply effective risk management and communication techniques.
- Use project management tools to monitor and control progress.
- Gain hands-on experience through practical exercises and case studies.

The Program Flow

Day 1: Introduction to Project Management

- Understanding project management fundamentals and lifecycle stages.
- Defining the role and responsibilities of a project manager.
- Initiating projects and developing project charters.
- Identifying stakeholders and analyzing their needs.

Day 2: Project Planning

- Defining project scope and developing work breakdown structures.
- Creating project schedules and identifying critical activities.
- Estimating costs and preparing budgets.
- Planning and allocating resources effectively.

A graphic of a chessboard with several pawns. In the foreground, a large gold king piece stands prominently. Behind it, several smaller pawns in silver and gold are positioned on the board. The background features concentric circles, suggesting a strategic or planning theme.

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Day 3: Project Execution and Monitoring

- Managing project teams and leading effectively.
- Ensuring quality throughout project execution.
- Measuring performance and tracking progress.
- Managing changes and controlling project scope.

Day 4: Risk Management and Communication

- Identifying and assessing project risks.
- Developing strategies to mitigate potential issues.
- Applying effective communication practices.
- Resolving conflicts and maintaining team alignment.

Day 5: Project Closing and Advanced Topics

- Completing projects and documenting lessons learned.
- Exploring flexible and adaptive project management approaches.
- Understanding program and portfolio management concepts.
- Reviewing emerging trends in project management.

Individual Impact

- Build a strong foundation in project management practices.
- Improve your planning, organization, and leadership skills.
- Gain confidence in managing projects from start to finish.
- Enhance your ability to handle challenges and risks.

Organizational Impact

- Improve project success rates and delivery timelines.
- Strengthen coordination and communication across teams.
- Reduce risks and improve resource utilization.
- Support consistent and structured project execution.

Training Methodology

This program focuses on practical, hands-on learning through:

- Real-world case studies and project scenarios.
- Interactive workshops and group activities.
- Exercises in planning, scheduling, and risk management.
- Tools and templates for immediate application.

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A graphic of a chessboard with several chess pieces. A large gold king piece is in the foreground, with a silver pawn and a silver knight behind it. The board is checkered, and there are concentric circles in the background.

Beyond the Course

By the end of this program, participants will be equipped with the knowledge and tools needed to manage projects effectively.

They will return ready to:

- Develop clear and structured project plans.
- Manage risks, resources, and stakeholders efficiently.
- Monitor project performance and ensure successful delivery.
- Apply best practices across different project environments.

This course provides a solid starting point for professionals looking to build strong project management capabilities and deliver successful, well-managed projects.

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