

Project Management – Getting it Done

(ONE DAY)



Minerva Pro

The project has been endorsed! Let's just do the work. It will be all right!

Do you want to avoid running a late project with cost blowouts?

Need to keep everyone focussed and on track?

Is the project finished?

Is everyone happy with it?

Effective planning and execution is critical for the successful completion of a project. Without the right controls and tracking in place, rework will occur. Rework required late in a project will cost 10+ times the cost of getting it right in the first place. Identifying and controlling risks and changes is essential to completing a project in full, on time and on budget. Closing it out effectively ensures that all of the intended outcomes have been achieved and everyone signs off on the completion of the project.

How You Will Benefit:

- Understand the tools and approach required to effectively plan for your project to succeed
- Plan for the unknowns, and the unknown unknowns – manage risk effectively
- Understand how to keep the project on track and manage changes
- Learn how to close the project out without issues.

What You Will Cover:

- What really needs to be done?
- Scheduling your project
- The Work Breakdown Structure and other planning tools
- Budgeting
- Project risks
- Schedule and budget compression
- Change control process
- Closing out a project

What is Included:

Instruction by a certified Project Manager (PMP)

Small, interactive class with group discussion

Specialised manual

Personalised certificate on completion

Refreshments throughout the day, including lunch

Minerva Learning NZ is an NZTE capability scheme provider. You may be eligible for up to 50% off the value of the course. Contact us to find out if you are eligible!

Booking 5 or more people, contact us to receive a bulk purchase advantage.

New Zealand
0508 MINERVA

rwatson@minervapro.co.nz
www.minervapro.co.nz

Australia
1800 822 888

sgoldsmith@minervalearning.com.au
www.minervalearning.com.au