



“A good head and a good heart are always a formidable combination.”

Nelson Mandela

Effective project management has become critical to success in today's dynamic business environment. Many project management training programmes focus on the techniques of planning and control – if only managing projects was that simple! A sound grasp of project methodology is essential, but methodology alone is not enough. Great project managers are proficient in both the science and art of project management. Projects often come with significant leadership challenges – and yet the skills required to successfully lead projects are often overlooked in training.

About Project Essentials

Increase your 'risk of success' by investing in Project Essentials.

Project Essentials is a three day programme which provides a solid grounding in the essentials of project management methodology and project leadership.

The programme is suitable for new project managers as well as people who have some experience and want to consolidate their skills.

Participants will have plenty of opportunity to apply their learning and everyone will work on a 'live' project throughout the three days.

Our programmes are highly interactive to ensure participants fully engage with the learning process – and enjoy themselves!

Projects come in all sizes

The complexity of the project management challenge can vary hugely but the essentials apply to projects of all sizes. Regardless of size, all projects need a disciplined approach to planning, implementation and transition to business as usual.

Our programme introduces a range of techniques and tools which participants can adapt to the needs of their particular project.

Tailored programmes

We're happy to integrate your existing templates into the programme for delivery within your organisation should you require.

Programme Content:

> Project methodology

Projects vary widely in size and complexity, but all projects have some key things in common.

We'll cover:

- Why projects are different to business as usual
- The four stages of a project
- Key project roles & responsibilities

> Project tools

Effective project planning is all about keeping the vision long term and the detail short term.

We'll cover:

- Project planning
- Managing issues & risks
- Progress reporting & effective project meetings

> Project leadership

Underestimating the impact of stakeholders is a common cause of project failure. We'll cover:

- Taking personal responsibility for results
- Managing effective project meetings
- Managing & motivating the project team
- Engaging & influencing stakeholders

Upcoming courses - Wellington

Dates: 6, 7, 8 November

Email courses@tregaskisbrown.com or call Anne on 04 475 9344 to book a place today.

Cost: \$1,795 plus GST. A 10% discount is available for bookings of three or more participants.