



PROJECT MANAGEMENT

EMD's Focus:

Formulating business strategy & plans

Organisational restructuring

Commercial awareness skills development

Commercialisation

Performance measurement & management

Project Management

Remuneration options

Process re-engineering and continuous improvement processes

Team based work units

Consultative and bargaining processes

360° feedback

Training and learning processes

WHY PROJECT MANAGEMENT?

This program is for all managers and supervisors who need to generate more focus on outcomes in their teams.

Project Management is a systematic application of straightforward processes that help with focus for everyone involved on:

- What* needs to be done,
- By *when*,
- To what *quality*, and
- At what *cost*.

LEARNING OBJECTIVES

- Appreciating the improvements in productivity through Project Management
- Ability to apply the principles of Project Management by carrying out the activities under each of the 4 phases - 12 steps in total (see below)

OUTCOMES

- Clarity of direction for the work team
- Deadlines met
- Lower costs for the organisation due to structure, planning and monitoring

CONTENT

Scoping Phase

- Project Statement
- Objectives & Risk Analysis
- Work Breakdown Structure (WBS)
- Resource Requirements & Estimates

Planning Phase

- Timeline (Gantt Chart)
- Resource Scheduling
- Contingency Planning

CONTENT CONT...

Implementation Phase

- Project Monitoring
- Project Reporting
- Project Modification

Close Out Phase

- Performance Analysis

Post-Implementation Report

ACTION LEARNING

The whole program is built up around a project simulation exercise. Participants will build a billycart in groups, applying the steps of Project Management, and analyse what worked and what didn't.

DURATION

The **Introduction to Project Management** workshop is a 2-day program.

WHO SHOULD ATTEND?

- EMD tailors the Project Management program to suit different groups of people.
- The 2 day course is designed for Managers, Supervisors and staff who need more in-depth knowledge of how to manage projects.

WHAT NEXT?

If you are interested in more information about how EMD's Project Management Program can help improve results for your organisation, please give us a call on +61 2 8399 0011 and ask to speak to one of our consultants.

Alternatively, e-mail us at info@emdgroup.com.au

We can also give you references to other organisations, whose managers and supervisors have been through the program and who are starting to see the bottom-line benefits from applying the structured, focused 12-step approach to managing projects.

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