

PRINCIPLES OF PROJECT MANAGEMENT - ADVANCED

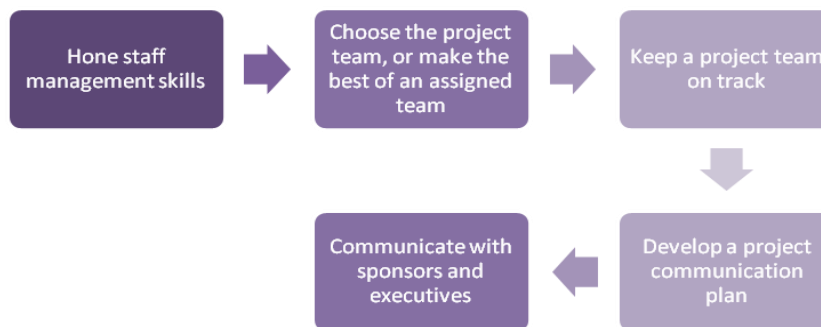
Unit Standards	243822
NQF	5
Credits	6
Duration	1 Day
Organisational Development Area	Front/back office/project co-ordinators

SYNOPSIS

Success as a project manager requires that you complete your projects on time, finish within budget, and make sure that your customers are happy with what you deliver. That sounds simple enough, but how many projects have you heard of (or worked on) that were completed late or cost too much or didn't meet the needs of their customers?

Does your project team understand the outcomes and objectives of the project communication plan?

This one-day course will help you understand how to:



This course presumes that the learner has a thorough understanding of project management, including topics such as preparing a statement of work, setting project goals, scheduling, budgeting, managing project risks, and executing a project.

COURSE OUTLINE

- Choosing and building a winning project team;
- Team meetings;
- Developing a communication plan for the project;
- Communicate with different stakeholders on the project;
- Evaluating the effectiveness of the communication plan.

COURSE OUTCOMES

Upon successful completion of this intervention you will be able to:

- Understanding types of communication and describing with examples the application in the sector relevant to the project;
- Communication needs in accordance with scope of the project, project constraints and assumptions and the needs of project stakeholders;
- Information needs are analysed, summarised and prioritised using the communication needs and the contribution or value of the information transfer to the project success;
- Apply a communication management plan in accordance with agreed strategy and communications needs;
- Evaluate the effectiveness of the project communication and report on it in accordance with project objectives, success criteria and project management plan.