

Project management in practice

Seminar Objective

Efficient project management significantly reduces your working time and increases the motivation of the project team. In this seminar you will receive a "toolbox" of methods for organizing your projects effectively and will be familiarized with project management tools. You will learn to plan, execute and monitor your own projects as well as to facilitate project teams.

Seminar Content

- What is project management?
- Evaluation and selection of projects
- The organization of new projects
- Cost control
- Planning, implementing and monitoring a project
- Project tasks and demarcation criteria
- Coordination of a project group
- The cyclical process model for project work
- Cost reduction through project management
- Selection of project team members
- Individual competencies, securing the success of the project
- Tasks of the project manager
- Optimum communication within project teams
- Planning methods and problem-solving processes in groups
- Dealing with resistance
- 6 steps to the project goal
- Composition of the project team
- Evaluation of project progress
- Communication techniques within the project team
- The successful completion of projects

This seminar is also offered as part of a qualification program.

Method

Moderated discussion, interactive and experience-oriented exchange, supervision, discussion based on practical examples, case studies

Participants

The seminar "Project Management in Practice" is aimed at project managers and project team members of all hierarchy levels who want to implement their projects even more successfully.

Testimonials

„I really liked the fact that seminar participants were treated individually!“
T. Sterzl, Deutsche Annington

„I found the methodological implementation of this course very good.“
C. Kosanowski, Westag & Getalit AG

Course Ref.

AO3001

Participants

not more than 9 participants

Schedule

1. Day: 10:00 - 17:00

2. Day: 09:00 - 16:00

Location and Dates

Muenster

14.06.2021 – 15.06.2021

30.08.2021 – 31.08.2021

15.11.2021 – 16.11.2021

Hamburg

03.06.2021 – 04.06.2021

02.12.2021 – 03.12.2021

Berlin

23.09.2021 – 24.09.2021

Hannover

09.12.2021 – 10.12.2021

Leipzig

11.11.2021 – 12.11.2021

Cologne

30.09.2021 – 01.10.2021

Frankfurt

05.07.2021 – 06.07.2021

04.11.2021 – 05.11.2021

Nürnberg

21.06.2021 – 22.06.2021

16.09.2021 – 17.09.2021

Stuttgart

22.11.2021 – 23.11.2021

Munich

11.10.2021 – 12.10.2021

Vienna

29.11.2021 – 30.11.2021

Zurich *

20.09.2021 – 21.09.2021

Fee

980,00 € (ex. VAT)

1.166,20 € (inc. VAT)

* Fee Zurich:

1.400,00 CHF

Included in the price: Working documents, certificate of participation, lunch and coffee breaks.

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Ja, ich/wir buche(n) folgendes Seminar:

Seminartitel

Termin

Seminarort

1. Teilnehmer/in

Funktion

E-Mail

2. Teilnehmer/in

Funktion

E-Mail

Ja, ich/wir buche(n) das Aufbauseminar gleich mit:

Titel

Termin

Ort

1. Teilnehmer/in

Funktion

E-Mail

2. Teilnehmer/in

Funktion

E-Mail

Rechnungsanschrift

Firma

Ansprechpartner

Funktion

Abteilung

Straße/Hausnummer

PLZ/Ort

Telefon/Telefax

E-Mail

Datum/Unterschrift