

The Golden Rules of Project Success

PUT PROJECT TEAMS ON TRACK TO PERFORM BETTER

If **your team of Leaders, Managers, or staff** are struggling with missed deadlines, budget overruns, errors, team strife, and unmet project goals, this course is for you.

Description: Project management is formally taught in some career paths - like engineering and software development - but rarely in other professions. So, it is no surprise that projects miss their mark on deadlines, with the budget, and deliverables. Productivity suffers, and so do relationships. In this course, participants learn and practice a simple but powerful framework (and tools) to avoid common pitfalls and lead their projects to success.

After completing this course, participants will be able to:

- ✓ Name the golden rules of project management
- ✓ Clearly describe the roles of the project manager and the importance of role clarity
- ✓ Describe the connections between the four parts of a project
- ✓ Name the common pitfalls of project management and how to avoid them
- ✓ Use 4 key tools: a project charter, organizational chart, schedule, and risk register
- ✓ Feel greater confidence in their ability to manage projects



Instructor: Andrea Ramage. I worked for 21 years at an engineering company where project management was a way of life. My teaching style is participatory, inclusive, results-oriented, and I teach to different learning modes.

Course Overview

*What is a project?
What is a project manager
The Golden Rules of Project Management
Anatomy of a Project: what to manage
Key tools
Practice through scenarios*

Flexible delivery: Course content can be taught over 2 days, in a series of 1 or ½ days, or in bite-size modules of 1.5 to 2 hours, in-person or virtually. Choose the mode that fits your workplace culture and staff availability.

Course Fees: As a guideline, a 1-day course (typically 10-15 attendees) costs \$6,000 to \$8,000, including preparation, materials, and delivery at your facility or online. Add \$400/person for groups larger than 15 people. Variable costs such as catering, room rental, significant course customization, and travel-related expenses are extra.

To learn more or schedule your training, contact me at:

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