

Project working

Who it is for

People who do not think of themselves as “project managers” but whose role nonetheless involves undertaking pieces of work which can usefully be thought of as projects. Policy work is a good example.

Objectives

By the end of the course participants will:

- Understand what work is best regarded as a project and the benefits which are to be gained from doing so.
- Understand the universal phases of the project life cycle
- Be able to specify, plan and deliver a non-technical project using straightforward tools and methods.

Note

This is not a course in project management methodology. The primary message is that the project approach is a way of *thinking* about work, rather than a formal, possibly bureaucratic, set of methods to be slavishly followed.

Content

- The nature of projects and how they differ from other types of work.
- The key features of taking a project approach to work.
- Project specification.
- Stakeholder analysis.
- Project planning and scheduling.
- Risk management.
- Project control and delivery.

Approach and duration

This two day course course is highly practical and involves participants working on real life projects. The first half day session provides the framework, after which participants produce a project specification for their project. This is reviewed in a full day session which then introduces the remaining content. The final half day session is used to review experience of delivering the project.

Tailoring

The course content and the timing of sessions is tailored to individual client needs. The course could be delivered in a single bloc.

