

The Project Leadership SeriesSM



Learning
Leading
Collaborating

T A N D E N

“Leading through teaching and inspiring others.”

Recommended Prerequisites:

- None

Recommended Follow-On Courses:

- Fundamentals of Project Management
- Project Risk Management
- Leadership Skills for the Project Professional
- Project Portfolio Management
- The PMO: Leading the Project Delivery Organization

For more info, contact:

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Executive Seminar in Project Management

The Executive Seminar in Project Management is a one-day, instructor-led, seminar session designed to provide an introductory overview of the project management discipline.

Subject Matter

The seminar structure effectively combines introductory lecture and discussion with hands-on application of the most basic project management principles. The seminar focuses on the standard project management terms and processes associated with initiating, planning, executing, controlling, and closing a project.

Participants will learn the basics of:

- ♦ Project Management Terminology
- ♦ Project Selection and Prioritization
- ♦ Project and Scope Definition
- ♦ Resource Identification/Assignment
- ♦ Project Reporting
- ♦ Scope and Change Control
- ♦ Project Organizational Structures
- ♦ Initiating a Project
- ♦ Project Planning and Scheduling
- ♦ Project Budgeting
- ♦ Risk Management
- ♦ Project Closure

Recommended Attendees

This seminar will benefit executives, senior managers, resources managers, and functional managers that want a basic understanding of project management and how it can contribute to organizational success. The seminar will benefit any project stakeholder in any industry.

Participants Will Receive

- ♦ Comprehensive Student Guide
- ♦ Standard Project Management Templates in Electronic Format
- ♦ Certificate of Participation
- ♦ 6.5 PDUs / .65 CEUs

What Previous Attendees Have Said:

“Great seminar! I learned a lot and enjoyed the learning as well—thanks!”

“Instructor kept my attention... hands-on activities were very helpful.”

“Fun class; very engaging... Facilitators did a good job explaining the concepts.”

All Tanden LLC instructors are certified Project Management Professionals (PMP[®]) with many years of hands-on project leadership experience in a multitude of industries.

