

# Effective Project Management

Do you want to quickly improve your competence and gain basic knowledge about project management? If so, the Effective Project Management course is for you.

In just one day, participants will be introduced to the fundamentals of project management, providing a solid foundation for further deepening their expertise in this area. They will learn about the project life cycle and the key elements involved in managing each phase of a project. Additionally, they shall practice the most useful basic tools for the project manager.

We dedicate the training to novice project managers and project team members who want to better understand their role in the project and deal more effectively with the challenges they encounter.

## PMI Talent Triangle



**Duration:** 1 day  
= 8 h

**8** PDU's

**Level:** basic

**Form:** lecture, group exercises,  
case studies

**Certificate:** PMI® ATP

## Training Objectives

- Discuss the basics of project management that every team member should know
- Prepare participants to manage projects of low complexity
- Familiarize participants with the project life cycle, as well as basic tools and techniques used in practice
- Provide an overview of both traditional and agile project management approaches
- Presenting the learned tools and techniques on the example of a case study

## Training scope

- Basic concepts of project management
- Main phases and processes in a project
- Project initiation, project charter, and stakeholder analysis
- Kick-off meeting
- Project planning and requirements' definition
- Work Breakdown Structure (WBS)
- Project scheduling and budgeting
- Introduction to risk management
- Project team and communication within the group
- Project execution, monitoring, and controlling
- Change management in projects
- Project closure

## This training is recommended for

- To individuals starting their first project, who want to learn in a short period of time the techniques and tools critical to its success
- Professionals advancing to the position of a project manager, looking for a solid foundation in project management
- Members of project teams, for a better understanding of the principles of the project process and their role at each stage of the process

## Delivery guarantee

We confirm training sessions 14 days before the scheduled date. If the minimum number of participants is not met, the training may be rescheduled or canceled. Individuals who have paid for the training prior to a change in the schedule can choose an alternative date, a different training topic, or request a refund.

## Languages and locations

Training sessions are conducted online in Polish or English. Regardless of the chosen form, we guarantee high quality teaching and a strong focus on practical aspects of project management. We also offer customized private training, tailoring the location and program to meet company needs.

### Training dates and pricing



### Contact us

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Full training offer  
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