



## 4P Project Management Training

20th and 27th May Bewleys Hotel Leopardstown

### Why do you need project management?

Project management is a fundamental business requirement. Every thing we do is a project. Every assignment has a goal, a timeline, a budget and limited resources. Every assignment is a project. We need to know how to run projects, how to manage teams of different disciplines, and how to succeed each and every time. This two day course (one day a week over 2 weeks) is suitable for all project managers those just starting out and for more experienced project managers who want to revitalize their skills.

### Benefits of the 4P Project Management Method

- ✓ Simple to learn yet can be used on complex projects.
- ✓ Keeps the goal in mind at all times, concentrating on getting results.
- ✓ Reduces risks by ensuring all risks are monitored and mitigated.
- ✓ Has a strong communications process so that everyone knows what is going on.

### Is this Project Management Course for You?

You don't know where to begin?  
You want to learn fast?  
You want to get it right every time?  
You want to teach your team the basics of project management.

### This course includes the following topics.

#### Day 1 Project Planning

1. Goals, objectives, scope and benefits
2. Gathering requirements, estimating resources, timelines and costs
3. Determining the project organisation, leader, team and stakeholders
4. Scheduling tasks, milestones and critical path

During the week - work on plans for your own project.

#### Day 2 Project Management

1. Managing risk, change control and contingency management
2. Leading teams and managing teams
3. Project communication and reporting
4. Ensuring goals, objectives and benefits are realized.

### Learning Approach

You will walk away with tools and material that apply to your projects. Maximum class size of 15. Refreshments and lunch provided.

Cost: €549 Venture Members €479

### Booking and further information

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