

Seminar 'Consulting Skills'

Background

In order to manage successfully the change of business processes, a company usually need to submit dedicated project activities. Size and complexity of these changes don't allow to handle them as business as usual within the daily operations.

Moreover companies tend more and more to manage their projects internally. The management of projects, which in the past had often been passed to external service providers, will be assigned to internal people. However a successful planning and execution of projects require a lot of competencies, which normally are not relevant for the daily work and therefore have not been trained.

Objectives

This seminar intends to provide the technical and personal skills, which are key to successful project management. The participants will understand and perform the essential project activities based on a real case study "implementation of a software package" . The focus is clearly on a "Learning By Doing" in order to secure a maximum outcome of the training.

In this context the individual configuration plays an important role as an enabler to take into account the client specific needs and working conditions. This is why the seminar will only be offered as an in-house training. On demand the contents could be adjusted according to your wishes and priorities. In addition we could help you to select the right candidates amongst your staff and to provide a perspective evaluation of the participants after the training.

Contents

- Fundamentals of project management
 - ✓ Project initiation
 - ✓ Planning, execution and controlling of projects
 - ✓ Project termination
 - ✓ Risk management
 - ✓ Change Management
 - ✓ Relevant methods, tools and techniques
- Personal competencies
 - ✓ Demands on project managers and project team members
 - ✓ Effective communication
 - ✓ Motivation of people
 - ✓ Conflict management
- Case study "Implementation of a Software Package"
 - ✓ System specification and request for proposal
 - ✓ Software selection
 - ✓ Implementation

General information

Seminar type:	In-house
Approach:	Interactive presentations, team work, Practical examples, case study
Group size:	5-8 people
Duration:	3 days
Dates:	By arrangement
Price:	On request

Contact

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