**Introduction to Project Management**

**1 Day Course**

**Overview**

This course is a must for anyone who has to take charge of individual pieces of work over and above the normal day-to-day running of the business.

The characteristics of a Business As Usual (BAU) environment are very different to those of Project work. Trying to manage a Project environment in the same way as you maintain the status quo in the BAU will be fraught with difficulties. This course will illustrate a mechanism for defining and managing the project work.

**Who will this course benefit?**

Anyone with the responsibility for managing individual pieces of work with defined goals and constraints.

**Learning Objectives:**

After this interactive course you will be able to:

* Define the characteristics of a project
* Understand, define and communicate the project
* How to plan the project in a structured and meaningful way
* Monitor and control the project progress to successful completion