

Project Management Today

Developing a comprehensive background and understanding of the skills needed to manage projects and project teams effectively is key for success in business today. There is little time or resource for gaining these skills through trial-and-error. It is the responsibility of anyone working with projects to acquire the advanced skills necessary for success. Without these skills, the chance of delivering results below expectations is recklessly approached, and a fundamental skill of excellent project management is breached – *accurate risk assessment*.

You can guide projects and people effectively to desired results: This program will show you how.

You'll learn ways to...

- Define time, cost and performance parameters.
- Monitor projects through milestones and deliverables
- Evaluate and improve your project handling efforts

Once you gain confidence in using the technical skills for organizing, maintaining control, and moving the project along, you'll be ready to put to use your newly learned skills for building and managing a team through influence and leadership. A healthy dose of negotiation, leadership, and communication skills are required to make a project successful for all the parties concerned. Managing through influence is a critical theme in today's fast moving and dynamic organizations.

You and your people will learn powerful new ways to....

- 1. Prevent, minimize and resolve the inevitable problems that develop with projects.**
Direct, communicate, redirect, and handle conflicts with people, plans, and resources.
- 2. Retain control as your plan is implemented as a project.**
Guide the project through the stages and timetables outlined as you avoid undue risk areas.
- 3. Communicate project action items and deliverables to all involved with the project.**
Effectively communicate to people with different approaches, perspectives, and personalities.
- 4. Clearly define and segment your project from the start.**
Organize all the elements of a project with specific clear objectives and modules for results.
- 5. Evaluate actions and decisions for future project management improvement.**
Review the implementation process and the design process to improve risk and cost assessment skills.



213 Second Street • Huntington Beach • CA • 92648-5103
(714) 960-7461 • fax (714) 960-5107 • info@oxfordco.com