

# Step by Step Project Management

## Programme Outline

### Who can benefit?

The course is suitable for project managers or for anyone wishing to convert ideas into reality. It will develop practical skills for project management.

### Course Objectives

- Produce a project incorporating all the elements of a basic model
- Explain risk and produce plans to avoid, reduce or correct project deviations
- Produce comprehensive and clear reports

### Course content

- What is project management?
- Project management model
- Risk impact analysis
- Responsibilities and accountability
- GANTT charts

### Course Duration

1 day