

## **Overview: 1 Day Project Management Course**

### **Welcome & Introductions**

*A 10 minute session to get to know each other.*

### **Setting Course Expectations**

*Taking you through the course content and setting objectives for the day.*

### **Project Management - History & Future**

*Where did project management originate. The explosion in demand for Project Managers over the last few years, and where the industry is heading as businesses start to grow.*

### **Definition of a Project**

*Working with business to shape a project. The 5 golden rules of project management. Understanding the importance of the project lifecycle.*

### **The Role of the Project Manager**

*Understanding your role as a Project Manager. When you need to push, and when you need to pull. Managing risk. Creating a governance structure.*

### **1:1 Personality Profile Session**

*Understanding your optimum work-style.*

### **Networking Lunch**

*Enjoy a gourmet lunch and drinks with an established recruitment consultant. How to work with recruitment consultants to secure your ideal project management role.*

### **Experience & Qualifications**

*Overview of Business Analysis and PRINCE2 qualifications. Take advantage of the preferential rates we have secured.*

### **Exercise - Creating a Winning CV**

*Creating your "Project Management" CV. 5 techniques to get your CV to the top of the pile.*

### **Employment Strategies**

*Exploring the hidden project management market. Creating your network.*

### **Summarise & Close**

*Review day against objectives and close*