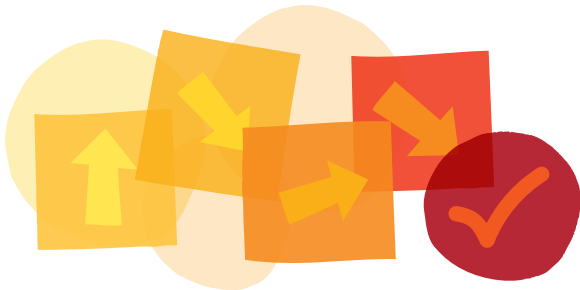




Project Management for Business Managers



Practical project management skills, tools and techniques for your business managers

A two-day workshop for up to 12 delegates

Businesses who invest in project management skills are seeing the return on investment through the increased confidence and capability of their managers, and the positive contribution this has to project success.

Our two-day Project Management for Business Managers workshop is both practical and engaging, and combines industry best practice, processes and methods with realistic business scenarios.

Delegates learn skills, techniques and know-how, and gain valuable resources which underpin their success in managing your projects.

"I've recently managed my first ever project successfully alongside my day job. I couldn't have done this without the workshop I attended with First Friday. I followed their framework which helped me every step of the way. Bring on the next project, as I want to do it all again!"

"Fantastic, enjoyable workshop packed with practical and engaging content. Doing this course really brought project management to life for me."

Workshop objectives

This workshop help managers:

- Understand the lifecycle of a project and its key stages; define, design, develop, deliver, and embed
- Organise themselves to manage projects efficiently and effectively
- Successfully deliver and embed change to make project benefits sustainable in the long term
- Use project documentation to define objectives, outcome and benefits
- Understand the typical roles and responsibilities within a project team
- Identify, manage and engage with stakeholders
- Communicate the right messages in the right formats
- Develop, track and report project milestones
- Assess and resolve risks and issues
- Obtain approval and direction from the business
- Create conditions which support sustainable change
- Move from change to 'business as usual'
- Track business benefits

Delegate resources

- A comprehensive project management handbook
- A toolkit of project management templates

Business benefits

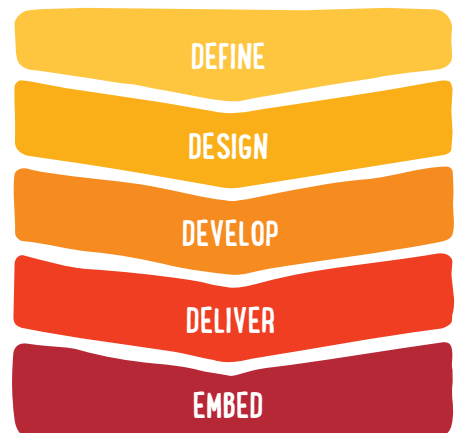
This workshop helps businesses:

- Save time and money by equipping business managers to manage projects efficiently and effectively
- Appoint project managers immediately who can manage all stages of a project from kick-off to closedown review
- Increase engagement and commitment levels within project teams to support overall business success

Audience

This workshop is suitable for:

- Business managers seconded as full time project managers or running projects alongside or as part of their existing roles
- Business managers with no or little experience in running projects



To book or for further details and prices please contact: **Email** enquiries@firstfriday.biz **Phone** 01494 867106

First Friday is a leading provider of training & development and change management services with a portfolio of 100+ clients across the UK, Europe and South Africa. Our team is unique; we are all ex-retailers which our clients say sets us apart from others. Every day we work with world-class businesses using our retail and commercial expertise to make a difference and add value.

