

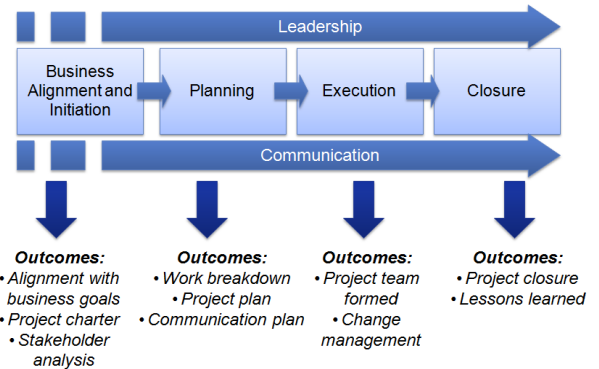


Project Management Training

Program Overview

Our project management training program follows a clear roadmap that guides participants through the basic stages of projects – initiation, planning, execution and closure.

Program participants receive an overview of the most practical and useful project management tools and methods (*precisely* what they need), discuss their own challenges with current and past projects, and receive a project management tool set customized specifically to the team or organization's needs.



Content on project leadership, communication and change management are included to build and strengthen the project leader's competence in the "people side" of project management

The program is fully customizable to the organization's internal project process. For example, company-specific terminology, tools and reporting practices can be inserted into the program to ensure relevance for participants.

WHY CHOOSE OUR PROGRAM?

- Focuses participants on the most valuable project management tools
- Is fully customizable to the client organization's internal project processes
- Integrates with the preciseTRACKER™ online project management system (for more information, visit www.preciseTRACKER.com)

Typical tools include:

- **Project Charter**
- **Stakeholder Analysis**
- **RACI Matrix**
- **Communication Plan**
- **Work Breakdown Structure**
- **Project Plan**
- **Prioritization Matrix**

Who Should Attend?

Typically participants are managers and individual contributors in organizations who often find themselves responsible for small- to mid-sized internal projects.

For teams, the program can be framed around a single project and delivered to the project team. It is a great way to jumpstart a new project!

How Can This Program Benefit You?

- Quickly learn the key tools to successfully drive projects to completion
- Gain a basic understanding of project management concepts—but focus on *execution* rather than *theory*
- Get a head start on a new project by including the entire team in the session

Contact Us for More Information

Open Enrollment

Public classes are offered quarterly at the New Jersey TA office. Please call 908-832-6837 x105 for enrollment information.

Contact Us Today!

To schedule an on-site session in your organization, please contact us at:

Email: RRadwinsky@TransAssoc.com

Phone: 908-832-6837 x105