

Project Management for Maximum Results

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At no other time has project management been practiced in every business and industry to the extent that it is today. Optimizing project and program strategies can be a vital tool to move your projects rapidly into the future.

A project is usually a one-time activity with a well-defined set of desired results. Without knowledge of basic project management tools and techniques, managing even a relatively simple project can be overwhelming.

If you are a relative novice as a project manager or are working within a project team, *Project Management for Maximum Results* will enable you to develop your skills in dealing with project management strategies that incorporate several activities, people, and goals. You will gain insight into getting the work defined and completed to optimal satisfaction by meeting mutually agreed upon project criteria.

“The organization, scheduling and follow-up strategies were very helpful and can be applied to many different aspects of my job.”

*Bob Jones
Asset Manager
Fleet Bank*

You Will Learn To:

- Define the scope of a project utilizing integrative concepts
- Establish an effective project planning and control cycle
- Design a schedule network with such tools as PERT, Gantt and CPM
- Manage work in progress and use effective techniques to report project status
- Evaluate performance upon project termination

You Will Benefit By:

- Setting practical project goals
- Establishing resources, authority and accountability
- Effectively planning, monitoring and reporting the status of projects
- Setting contingency plans for alternative solutions
- Ensuring that results are delivered on time and within budget