

Introduction to project management

Facilitated by Leanne Coveney from Berrico Consultants.

Wednesday 21 August 2019

1-4pm, preceded by lunch

Fenner Seminar Room, Frank Fenner Building 141

This workshop is relevant to anyone who is interested in further developing their project management skills. Participants will be encouraged to identify how they can apply the project management concepts and techniques to their work and to help them manage projects more effectively in their roles. The pace will be fast, focusing on the needs of the participants attending the course.

About the workshop

In this workshop, you will be introduced to core Project Management concepts and techniques that will help you successfully deliver simple workplace projects.

The program combines project management theory with a simulated project activity that will build across the session, enabling you to practice your new skills on a common project.

Successful completion of the project will position you to implement and deliver workplace projects effectively using proven project management techniques and methods.

Workshop aims:

- To enhance your ability to manage small workplace projects.
- To build project management skills that will assist you in your career in teaching and/or research.
- To foster peer discussion on project issues and techniques relevant to your workplace.

Learning outcomes:

On completion of the course, participants will be able to:

- Identify project objectives, deliverables, constraints and desired outcomes
- Identify key project activities, including planning and monitoring
- Understand how to produce a simple project budget and work breakdown structure
- Plan project communications, including reporting
- Identify project risks
- Identify project controls throughout the project lifecycle
- Contribute to project improvement, lessons learned and finalisation activities.



About Leanne

Leanne is a highly skilled management consultant, with extensive experience in both the government and private business sectors in a range of areas including Workforce Planning; organisational redesign & change; strategic HR; program & project management (e.g. ICT implementation & change programs); learning program facilitation, competency assessment, coaching & mentoring.

Leanne holds two Masters Degrees, plus Advanced Diplomas in Project Management, Management and Government. She enjoys a reputation for making her training relevant and engaging.