professional development

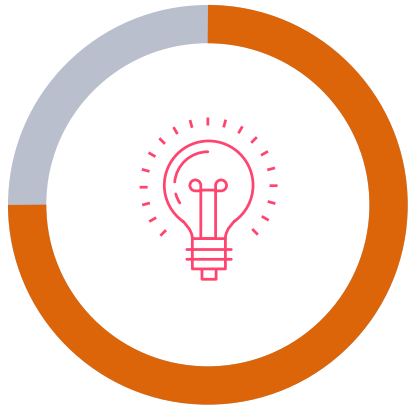# Project Management Foundation Course

2 Days

Practical Project Management Skills

in-company for teams

Why Choose This Course?

Practical Skills
Participants gain practical skills & build confidence to put them into action immediately.

Versatility
The skills your team will gain during training can be applied in any working environment.

Expert Delivery
Our trainers have a wealth of hands-on project management experience.

Customised
We will tailor the course content to focus on projects relevant to your business.

Contents

Why is Project Management Important?

The importance of project management cannot be overstated.

It's not restricted to any one industry or even a team within a company. These days, project management is needed everywhere.

Project management influences almost every area of our working lives. It's becoming more and more central to how everything moves forward in organisations of all sizes.

Here are our top 8 benefits of effective project management:

1. Lower risk
2. Improved focus
3. Greater consistency
4. Better quality

5. Boost in morale
6. Savings: time & money
7. A strategic planning tool
8. Promotes continuous improvement

By choosing to equip your project management team - and those who interact with the team - with foundational skills and knowledge, you willl be giving the projects and initiatives you run a head start towards success.

About This Course

Practical Project Management Skills for Your Team

Practical project management skills are essential for everybody who interacts with projects in any way.

This Project Management Foundation workshop is an excellent way to get to grips with essential project management skills over 2 interactive days of training.

Our Project Management Foundation course combines the practical aspects of project management with some important tools for delivering projects in scope, on time and within budget.

As this workshop is available for in-company training, we will tailor the content to focus on projects relevant to your business and give participants optimum benefit from training.

Want to Attend as an Individual?

Although this Project Management Foundation workshop is only available for in-company training, our Certified Project Management Course is available all year-round as a public course. Click here to learn more...

Who Attends this Course?

We recommend this course for anyone who wants to become confident with the principles and practice of effective project management.

Frequent participants include:

- ✓ Those who would like to become project managers.

- ✓ Those who have recently begun working as a project manager, or as part of a project team.

- ✓ Business owners and directors who want to understand the principles of good project management.

- ✓ Experienced project managers seeking to refresh their skills and gain new ideas and approaches.

Delivery Style

We run this Foundation Course for in-company (which is also known as "in-house" or "on-site") training. This means that we deliver training exclusively to your team on a date you choose.

There are many benefits to choosing an in-company style of delivery.

How In-Company Training Works

When you get in touch with us about in-company training - either by phone or by requesting a quotation using the button on this page - our expert training consultants will work with you to find the best training solution for your needs.

We will create a programme that addresses the issues and goals at the top of your list, and choose a training delivery method and dates that suits you best.

Why In-Company?

- **Tailored for Your Team -** While still adhering to the course syllabus, we can take your business and any challenges you are facing into account when delivering the course. We will make the training delivery relevant to your team.

- **You Choose the Delivery Style -** We can deliver this training as an in-person, classroom style course (where we come to your location), or by live, virtual classroom training (learn more on the next page).

- **Flexibility -** In-company training gives you the ability to run training at a time that works best for your schedule. It removes the inconvenience of having to take someone out of their role for training at a busy time.

Get a Quote

Delivery Style: Live Virtual Training

Virtual training enables participants to connect to live, trainer-led sessions from wherever they are located.

It's easy to connect and they will gain the benefits of a classroom style of training while enjoying the convenience of learning at home.

How Virtual Training Works

In advance of training, we will send each participant the information and link they need to join training.

To connect with our live training, participants will need a steady internet connection and a device with a web-camera, speakers, and microphone. Most home internet connections work perfectly for live virtual training. These days, almost all smartphones, computers, and tablets have built-in web cameras, speakers, and microphones.

Our training consultants will make sure everyone has guidelines on how to get connected. It's an easy, user-friendly process.

Why Virtual?

✓ **Learn from Home -** This is an ideal solution for teams that work remotely. They can connect with real-time training sessions from wherever they are currently based.

✓ **Delivered by Experts -** By choosing our live virtual training, your team will learn from subject matter experts. They will also benefit from the ability to ask questions and gain advice from our trainers.

✓ **Group Training -** This style of training enables participants to interact virtually with their team. Via our online platform, they will be able to take part in group discussions and exercises without leaving home.

✓ **Focused Learning Environment -** One of the key advantages of an in-person classroom style training is the focused learning environment. Live, trainer-led virtual training also provides this high-impact format.

Ask a Question   Get a Quote

4 Key Benefits

✓ **Gain Key Project Management Skills**

This Project Management Foundation Course covers the project management essentials your team need to succesfully manage or contribute to projects.

These skills include strong organisational, communication, and people management skills.

✓ **Globally-Recognised Methods**

This workshop uses Project Management Institute (PMI)® guidelines to help participants gain an excellent skills foundation and a structured approach to managing projects.

✓ **Experienced, Qualified Trainers**

Our project management trainers are fully qualified and bring a wealth of hands-on experience to every course they deliver.

✓ **Practical Delivery Style**

This is a learner-focused, active learning workshop.

Participants will apply the knowledge and tools to their own projects through interactive exercises and discussion.

Learn More

Ask A Question

Get a Quote

Course Content

① **Module 1: Introduction**

- Introduction to the Project Management Institute (PMI)® Project Management Framework

② **Module 2: Initiation & Stakeholder Management**

- Defining the project

- Identifying project stakeholders

③ **Module 3: Planning the Project**

3A: Project Scope & Quality Management

- Using a Work Breakdown Structure (WBS) and a Scope Statement

- Defining Quality Metrics

3B: Project Scheduling

- The time planning process using a Gantt Chart

3C: Project Cost Management

- Understanding the cost estimating process

3D: Project Change Management

- Change Control Procedure

3E: Project Risk Management

- Identifying & analysing project risk

- Developing risk responses

④ **Module 4: Project Communications**

- Stakeholder Communication Plan

- Running effective project meetings

⑤ **Module 5: Executing, Monitoring, & Controlling the Project**

- Monitoring & controlling performance against the plans

- Avoiding scope creep, assessing impact, updating plans

⑥ **Module 6: Closing the Project**

- Essential steps to close a project effectively

We can customise this content around projects and challenges relevant to your business.

About Us

Professional Development - 34 Years of Innovation and Excellence

We believe that the key to a thriving and rewarding career is continuous professional development.

For over 34 years, Professional Development has led the way in providing practical, innovative courses leading to relevant and respected certifications.

We specialise in delivering training for core business skills including project management, agile, scrum, lean six sigma, management, communications, sales, it service management, and training design and delivery skills.

Our courses are designed to expand your skills, & enhance your career potential

Stay Connected

Our Courses

Our courses are a balanced blend of both theoretical learning and practical application. This focused learning environment optimises the impact of training.

Our Clients

We provide training for Ireland's leading brands, working with companies of all sizes in every industry. We also provide training for non-corporate organisations.

Our Team

Our trainers are chosen for their engaging manner and expertise in a chosen field. They bring a wealth of experience to each programme they deliver.

Our Certifications

In many sectors, international certification is now essential. We provide many options for globally recognised certification in each subject area.

Our Project Management Clients

We deliver project management training to students and in-company groups from companies in all sectors.

The skills you'll learn on our project management courses can be applied in any industry or area of business.

As you can see from some of our clients shown on this page, our project management students come from many different backgrounds.

3 Ways to Get Started

Talk to Us

You can reach us by phone on Freephone 1800 910 810, or 01 861 0700 (mon - thurs, 9.00am - 5.30pm, fri, 9.00am - 5.00pm).

We will be happy to answer any questions, advise on the best option for your project management training, or book a place for you on an upcoming course date.

Freephone 1800 910 810

Get a Tailored Quotation

To request a tailored quotation for in-company project management training, click the button below.

We will be in touch with a detailed quotation fitting your team's requirements.

Get a Quote

Ask A Question Online

If you would prefer to contact us online, request a phonecall, or to get in touch outside of office hours, using the "Ask A Question" button below is the best option.

We'll respond with the information you need.

Ask a Question

Contact Us

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Contact Us