

The Project Management Course

Study practical and effective management techniques for the successful execution of any project.

Sept 11 - 13, 2017

Apr 16 - 18, 2018

- Saskatoon

May 14 - 16, 2018

- Regina

Our Participants Say it Best:

"Very engaging instructor, who brought materials to life using real examples."

Saskatoon Fall 2016 Participant

"Good balance of information, group discussion and group work."

Saskatoon Fall 2016 Participant

"Very good information to take back to work and start applying immediately."

Regina Spring 2017 Participant

Moments of Insight include:

Ideal for every project leader, manager or supervisor who is responsible for executing new organizational initiatives.

Learn a comprehensive project planning and review process, and software tools to support everyday project management activities.

The Microsoft Project Workshop goes in-depth on how to use the software to support you in managing your projects.



The Project Management Course

Over 2500 participants from all sectors and disciplines have attended!

Plan, execute, monitor, control, and close all types of projects – on time and on budget.

A project is a unique undertaking that creates a desired result. It contributes to one or more organizational objectives while achieving both project and product objectives. The five project management process groups, (Initiating, Planning, Executing, Monitoring and Controlling, and Closing) provide a comprehensive and practical view of an entire project from beginning to end. The course provides a **solid grounding in project management processes while recognizing the often neglected human side of project management.** This is an ideal overview for anyone who is looking for a **practical approach to managing projects.** Participants love the step by step approach, and the numerous techniques and templates that are included.

Top Take-Aways Include

1. Learn essential PM terminology that will enable you to communicate effectively with your peers
2. Understand the project life cycle and break the work down into more manageable components
3. Manage the key constraints of time, cost, and scope as you identify and analyze project risks
4. Perform a stakeholder scan and understand key stakeholder roles and responsibilities
5. Establish and use the proper communication channels

Who Should Attend

This course and workshop is vital for people involved in project work within public, private, and non-profit sectors, including but not restricted to:

- New managers and project managers
- Those undertaking unique projects
- Corporate department heads, and senior executives with business planning responsibilities
- Systems, manufacturing, and operations personnel
- Engineering professionals
- Technology and research managers

Instructor Profiles

Sandra Martyn, PMP is president of The Martyn Group and has over 20 years of experience managing projects in all categories.

Kathryn Pottruff, PMP, MSPM, president of Pottruff Consulting Inc., helps individuals and organizations improve projects, programs, and portfolios.

Overview of Learning

This highly rated *The Project Management Course* teaches a comprehensive, integrated methodology applicable to projects across all sectors.

Project Management Process Groups

Project Selection, Initiation and Team Formation

Project Scope Planning and Work Breakdown

Successful Task Sequencing

Project Estimating

Critical Path Analysis

Resource Planning and Budgeting

Project Risk and Quality Management

Project Monitoring, Control and Evaluation

Leadership Skills in Action

Project Close-outs

Preview full program content online.

Dates, Locations, Time & Fee

**Sept 11 - 13, 2017 &
Apr 16 - 18, 2018 • Saskatoon**
K W Nasser Centre

May 14 - 16, 2018 • Regina
DoubleTree by Hilton

- Programs run from 9:00 a.m. to 5:00 p.m.
\$2,195 + 109.75 (GST) = \$2,304.75

Get the whole picture.

Preview complete course content and instructor bios online.

Register Today / Complete Details

www.edward.usask.ca/execed

More Questions? Get in Touch!

Call us at (306) 966-8686
or email: execed@edwards.usask.ca

Registration Details:

- This includes instruction, all seminar materials, lunches, refreshments, but not hotel accommodations. Please Note: Fees, dates and speakers are subject to change. Edwards' liability is limited to reimbursement of paid tuition fees. One free transfer is permitted, provided written notice is received at least 14 days in advance of the seminar start date. Late transfer requests, less than 14 days in advance of the start date, will incur a \$100 fee.
- Additional transfers are \$200 each. Cancellations received in writing at least 14 days in advance of the seminar start date will receive a full refund. Written cancellations received less than 14 days prior to the seminar will be subject to a \$500 administration fee. Non-attendance will incur full seminar tuition cost. GST#11927 9313 RT0001.