

## Classical Project Management (Advanced)

This workshop is aimed at scientists with previous knowledge of project management, which they have acquired, for example by participating in our basic training or by working on projects. The workshop focuses on managing ongoing projects. After the event, the participants know the basic attitudes, techniques and tools to successfully control projects during their implementation phase. They try out selected methods and are able to adapt them to the specific conditions of their own projects and use them sensibly.

### Contents

- Overview of the topic of project management, recap and refresher from the basic course
- Definition of "project controlling"
- Relationship between preparation, planning, implementation, controlling and evaluation of projects
- Model and organization of project controlling
- Tools for monitoring and controlling
- Objects and fields of action of project management
- Analysis of the organization and implementation of controlling in the participants projects
- Overview of the possible causes of deviations from the plan
- Risk analysis: how do I recognize and assess risks and possible obstacles for my project
- Dealing with risks and incidents: development of prevention and management plans
- What can we do if the project does not go according to plan? Concrete measures for controlling
- Lateral leadership of project teams: how do I, as a project coordinator, keep the team "on track"?
- Models and communication techniques for the project team coordinator: non-violent communication, motivation, feedback, conflict management
- Development of concepts to optimize controlling in participants projects

### Prerequisite

Participants should have proven knowledge in classical project management.

**Depending on the pandemic situation, the workshop will take place online or in person. This course will be held in English.**

### WHEN

14.10.2021 09:00 - 17:00  
15.10.2021 09:00 - 17:00

[BOOK HERE](#)