

Course : Project management by example

role-playing and simulation of the different stages of a project

Practical course - 2d - 14h00 - Ref. GTI

Price : 1610 CHF E.T.

★★★★☆ 4,5 / 5

This immersion course will teach you the best practices for managing each phase of a project. As an actor, you will be confronted with various project situations, in which you will be faced with choices that will determine the success or failure of the project.

Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Identify the main components of a project and the roles involved
- ✓ Carry out a group project in a real-life situation
- ✓ Defining a project organization
- ✓ Organizing project communication and risk management
- ✓ Check your own areas for improvement in a final workshop

Intended audience

Any player with a role in project management.

Prerequisites

No special knowledge required.

Practical details

Role-playing

Immersion workshops in project mode. Each participant plays a role. Exercises take up the points of the project experienced at the start, returnchariot

Teaching methods

Inductive method through initial immersion in a project, in a group, followed by deductive analysis of strengths and possible improvements (exercises).
Immersion workshop at the end of the course.

Course schedule

PARTICIPANTS

Any player with a role in project management.

PREREQUISITES

No special knowledge required.

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

1 Immersion workshop: project simulation

- Project presentation.
- Assigning roles within the group.
- Project progress, action.
- End of project.

Role-playing

Workshop 1: construction of a prototype/model, based on a need expressed by a customer. The project group works with a customer and a supplier.

2 Project components

- Content management.
- Taking constraints into account: deadlines, workloads, costs, quality, etc.
- Drawing up a macro-plan: stages, deliverables, milestones.

Exercise

Project planning.

3 Organizing and structuring the project

- Task scheduling: PERT.
- Detailed planning: GANTT.
- Involving and empowering participants: RACI.

Exercise

Define a project organization.

4 Risk management

- Identification and classification of project risks.
- Risk reduction or avoidance.
- Risk monitoring.

Exercise

Project risk classification.

5 Project management

- Project launch, kick-off meeting.
- Definition of communications. Activity monitoring. Take contingencies into account.

Exercise

Organization of project communication.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

6 Closing and assessment of the project

- End-of-project activities: assessment, REX, de-commitment of resources.
- Measuring user satisfaction.
- Strengths and areas for improvement.
- Best practices for project management.
- Mistakes to avoid.

Exercise

Debriefing: group analysis of strengths and areas for improvement. Group summary.

7 Workshop 2 and summary

- Introducing the project workshop and assigning roles.
- Start-up of the project, accompanied by the trainer.
- Closing the project.
- Conclusion and group debriefing.

Role-playing

Workshop 2: group work on a new project.