Course : Project manager: coordinating a remote project team

Intercultural, hybrid and full remote teams
Practical course - 2d - 14h00 - Ref. EPN
Price : 1370 € E.T.

NEW

Managing a remote, hybrid or intercultural project team poses very real challenges: lack of human links, cultural misunderstandings, complexity of tools... This two-day training course will enable you to structure your coordination, adapt your posture, reinforce collaboration and calmly deal with sensitive situations in the context of remote projects.

Teaching objectives

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

- Adapt behaviors and communications to the cultural context of the project
- Identify the needs and expectations of your interlocutors through the practice of active listening
- Establish exchange modes and rituals to maintain project team cohesion
- Asserting leadership through assertive communication
- Adapt tools for project follow-up and remote task assignment
- Managing complex or conflictual situations in a remote project context

Intended audience
Project Managers, Project Management Officers (PMOs)

Prerequisites
Basic knowledge of project management techniques

Practical details
Hands-on work
Workshops, role-playing, sharing of best practices

Course schedule

① Meeting the challenges of remote project coordination

- The challenges of remote coordination: asynchronous communication, time difference, physical distance
- Identify the right tools
- Moving from a culture of control to a culture of results

Group discussion
Identify the biggest day-to-day challenges in coordinating remote projects

② Maintain a dynamic link with remote employees

- Maintaining motivation through regular, authentic communication
- Ensuring synergy in a hybrid organization
- Building a remote team culture
- Building trust and transparency

Hands-on work
Réflexion en groupe : rituels et activités conviviales à instaurer. Jeux de rôle : réaliser un check-in quotidien avec un membre de l'équipe, faire un feedback, donner des signes de reconnaissances. Mise en situation : préparer et animer une réunion projet à distance et en mode hybride

③ Integrating the multicultural dimension

- Understanding cultural differences in working relationships (examples: USA, China, Japan)
- Adapt your communication style: level of formality, expression of disagreement, expectations in terms of responsiveness
- Strategies for managing intercultural conflicts: avoiding misunderstandings, understanding implicit and explicit signals

Role-playing
Simulation of intercultural meetings and exchange of best practices for adapting to different cultures

④ Assertive communication

- Communicate clearly, respectfully and confidently
- Managing disagreements with the DESC method
- Express your point of view in a positive way

Hands-on work
Exercice : reformulation assertive, entrainement au DESC. Atelier pratique : simulation de situations dans lesquelles l'assertivité est nécessaire, feedback et analyse des comportements.

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.

5 Understanding needs and asking the right questions

- Use active listening techniques: reformulation, open-ended questioning, taking emotions into account
- Integrate the cultural specificities of active listening
- Identify implicit needs and expectations
- Ask effective questions without appearing intrusive

Role-playing
Training in questioning adapted to different work situations in a remote project

6 Set up tools adapted to remote project communication

- Set up a project communication plan
- Real-time communication tools
- Online collaboration tools

Case study
Etude de cas : projet avec une équipe internationale à distance, structurer un plan de communication projet et choisir les outils pour assurer la réussite du projet. Réflexion collective : audit des outils de communication existants ou identifiés.

7 Choosing the right project management tools for intercultural remote teams

- Specifying requirements and tool selection criteria for a multicultural project
- Define the perimeters of each team member
- Manage remote task assignment and follow-up
- Monitor project progress: KPI tracking techniques and remote reporting

Role-playing
Practical workshop: project simulation using a remote project management tool

8 Managing tense situations from a distance

- Identify types of conflict and their triggers in remote project management
- Detect signals to intervene appropriately
- Intercultural mediation
- Using positive communication techniques

Role-playing
Practical workshop: simulations for managing tricky remote situations: non-reactivity, disagreements, conflicts over workload, etc.

Dates and locations

REMOTE CLASS
2026 : 15 June, 7 Sep., 7 Dec.

PARIS LA DÉFENSE
2026 : 8 June, 31 Aug., 30 Nov.