

CERTIFICATE IN PROJECT MANAGEMENT

Develops your ability to manage projects effectively at a high level of quality.

Our project management certificate is aimed at those of you who are about to take on a position as a project manager or perhaps you are already managing projects.

The course will give you insight into and knowledge of:

- ▶ Project planning – from idea to mapping
- ▶ Project definition – detailed planning, scope, and analysis
- ▶ Project design – setting and communicating targets, and linking plans of action to these
- ▶ Building confidence – continuously establishing confidence with clients, users, and other interested parties
- ▶ Utilising human resources
- ▶ Documentation and presentation of projects as reports
- ▶ Completing and following up projects

Course Aims:

- ▶ What is a project?
- ▶ Ensuring a unified view of the project
- ▶ The preliminary study and the purpose of the project
- ▶ The basis of a correct project definition
- ▶ The project's finances and project control
- ▶ The project contract and the implementation structure
- ▶ Communication profiles
- ▶ The final phase
- ▶ Conflict resolution
- ▶ Presenting the project

After the course

After the end of the course you will be able to initiate, launch, manage, and execute an internal or cross-functional project, and be fully familiarised with the possible pitfalls that may arise on the way. You will also know how to identify the various stages of the team, and make use of the different personalities in the group of people that make up the project team. Finally, you will also have gained an improved sense of self-awareness.

SCOPE

A total of 8 days' lessons; 09.00-16.00. The course is taught one day a week.

CERTIFICATES

An optional exam is given after the last session. To receive FEI's Certificate an exam pass mark is required as well as a 70% course attendance.

FEES

COURSE DATES
Go to www.fei.se

FÖRETAGS
EKONOMISKA

INSTITUTET

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