

PROJECT
MANAGEMENT
ESSENTIALS™

For the *Unofficial* Project Manager



PROJECT MANAGEMENT ESSENTIALS™

For the *Unofficial* Project Manager

Introducing FranklinCovey's Newest Offering

Today's knowledge workers have quietly slipped into the role of the unofficial project manager. Stakeholders, scope creep, no formal training, and a lack of process all combine to raise the probability of project failure costing organizations time, money, and employee morale.

This one or two-day work session will help participants consistently complete projects successfully by teaching them to implement a disciplined process to execute projects and to master informal authority.

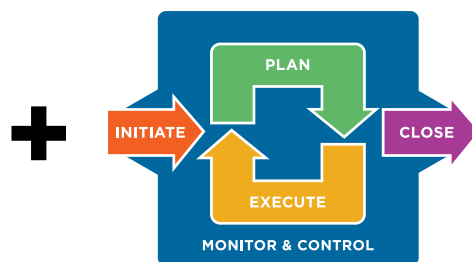


People + Process = Success

Project management isn't just about managing logistics and hoping the project team is ready to play to win. The skills of "informal authority" are more important than ever before, so team members are inspired to contribute to project success!



PEOPLE



PROCESS

= **SUCCESS**

**SUCCESSFUL PROJECT
MANAGEMENT**

"We enable greatness in people and organizations everywhere" - FranklinCovey

Project Management Essentials for the Unofficial Project Manager will provide the mind-set, skill set, and toolset that will consistently deliver successful projects to completion.

As a result of this Work Session, participants will be able to:

FOUNDATION	- Understand that consistent project success depends on processes and people. - Implement Four Foundational Behaviors that inspire their team members to execute with excellence.
INITIATE	- Identify a project's stakeholders. - Establish clear and measurable project outcomes. - Create a well-defined project scope statement.
PLAN	- Identify, assess, and manage project risks. - Create a realistic and well-defined project schedule.
EXECUTE	- Hold team members accountable to project plans - Conduct consistent teamaccountability sessions.
MONITOR & CONTROL	Create a clear communication plan around their project that includes regular project status reports and project changes.
CLOSE	- Reward and recognize the contributions of project team members. - Formally close projects by documenting lessons learned.

PARTICIPANT KIT



- Participant Guide
- Pocket Card Set
- USB Drive
- Colored Pens
- Sticky Notes



Project Management Institute Registered Education Provider
FranklinCovey is a Registered Education Provider (REP) of the Project Management Institute (PMI), the world's largest membership association for the project management profession. We offer training to satisfy the project management education requirement for PMI Certifications as well as Professional Development Education units (PDUs) needed by PMI credential holders.



FranklinCovey is the world leader in leadership development and cultural transformation with life-changing & timeless contents and impactful way of learning.

With the mission “We Enable Greatness in People and Organizations Everywhere”, FranklinCovey has been helping organizations develop exceptional leaders and winning cultures through training, consulting, and coaching. We are serving clients in more than 160 countries, including 75% of The Fortune 500.

FranklinCovey Vietnam (a member of PACE) is the exclusive partner in providing FranklinCovey’s solutions for enterprises in Vietnam.

*Our vision is to profoundly impact
the way **billions of people** throughout the world
live, work, and achieve their own great purposes.*

OUR SIGNATURE SOLUTIONS

The solutions are built on universal values and principles, helping leaders at all levels develop leadership capabilities and transform their own cultures.





DEVELOP YOUR LEADERS

ENGAGE YOUR PEOPLE

BUILD A WINNING CULTURE

EXECUTE YOUR STRATEGY

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PACE Building

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