FranklinCovey

PROJECT MANAGEMENT FOR THE UNOFFICIAL PROJECT MANAGER™

Project Management for the Unofficial Project Manager™



With innovation happening more than ever, the new agile project economy requires more and more people across organizations to manage projects successfully. The problem is very few people receive formal training on how to do it.

No wonder 65% of all projects fail* each year!

With best practices from agile and waterfall project management, learners will be equipped with the mindset, skillset, and toolset to engage team members who may or may not report to them in a way that inspires them to volunteer their best efforts.

SUCCESS ▶ VALUE + PEOPLE + PROCESS

Success starts with the core agile principle of value—a project must deliver value to an organization. Once value is established, it is people who make projects successful through a consistent process.

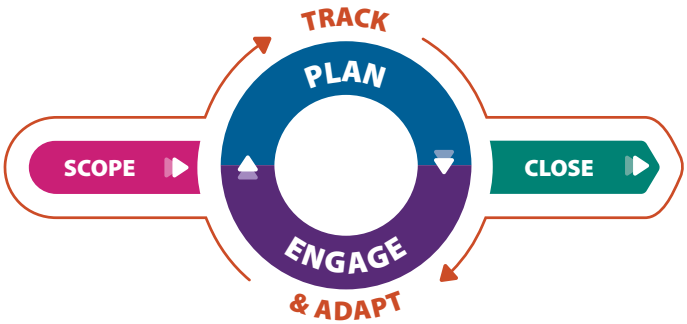
Project Management for the Unofficial *Project Manager*™ builds learner's confidence to consistently start and finish high-value projects on time and with quality.

OBJECTIVE	OUTCOME
Model five leadership behaviors to keep teams engaged and accountable for results.	Build strong informal authority that inspires project teams to consistently volunteer their best efforts.
Optimize five fundamental project phases to setup projects for success.	Utilize a consistent process to start and finish high-value projects on time and with quality.
Create shared expectations with key stakeholders.	Influence and engage others to define a clear project scope including clear deliverables and risk strategies.
Adapt to change with flexibility and agility.	Model openness and agility to apply proactive change management and deliver high-value projects.

INFORMAL AUTHORITY BEHAVIORS



PROJECT PHASES



DELIVERY OPTIONS

Project Management for the Unofficial *Project Manager* consists of three sessions and is available in multiple learning modalities including:

Live In-Person Outline

Three 2-hour sessions

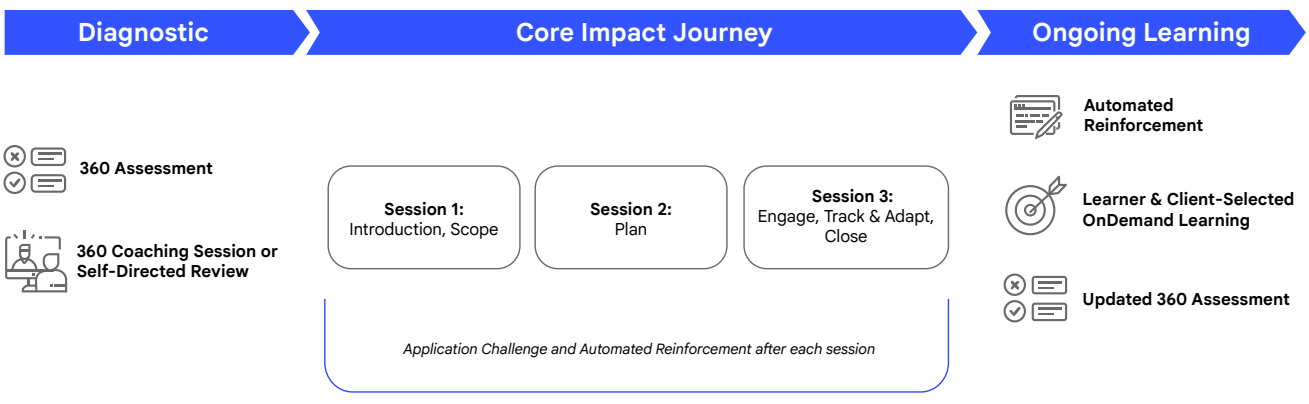
Live-Online Outline

Three 90-minute sessions

OnDemand Outline

Three 30-minute sessions

EXAMPLE IMPACT JOURNEY



SESSION	PARTICIPANTS WILL BE ABLE TO
1 **Session 1:** Foundation, Scope	• See the importance of the unofficial project manager role in today's world. • Establish reasons why projects fail. • Understand the success formula, key informal authority behaviors, and process phases based on best practices of "waterfall" and "agile" project management. • Identify, gain access to, and interview key stakeholders. • Create a unified and accurate scope statement.
2 **Session 2:** Plan	• Identify, prioritize, and plan a risk strategy. • Understand the components of the work breakdown structure. • Have confidence to try a project management software that enables more strategic project management.
3 **Session 3:** Engage, Track & Adapt, Close	• Create a cadence of accountability to keep project teams engaged. • Simply document project status. • Manage scope change. • Document lessons learned and celebrate to prepare for future successful projects.

PRODUCT COMPONENTS

- Participant Guide
- Pocket Card Set
- Tools



FranklinCovey

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.

- The 7 Habits of Highly Effective People
- Leading at the SPEED OF TRUST
- The 4 Essential Roles of LEADERSHIP™ — Transforms Good Leaders into Great Leaders
- 6 Critical Practices for Leading a Team®
- LIZ WISEMAN'S MULTIPLIERS® — HOW THE BEST LEADERS IGNITE EVERYONE'S INTELLIGENCE
- Inclusive LEADERSHIP
- CHANGE — How to Turn Uncertainty Into Opportunity
- THE 5 CHOICES™ to extraordinary productivity
- PROJECT MANAGEMENT FOR THE UNOFFICIAL PROJECT MANAGER™
- LEADING CUSTOMER LOYALTY™
- UNCONSCIOUS BIAS™
- The 4 Disciplines of Execution

DEVELOP YOUR LEADERS	BUILD A WINNING CULTURE	CREATE BREAKTHROUGH RESULTS

PACE Building: 181-183 Co Giang Street, Cau Ong Lanh Ward, Ho Chi Minh City *(former District 1, Ho Chi Minh City)*
Hanoi Office: Coalimex Building (Floor 2), 33 Trang Thi Street, Cua Nam Ward *(former Hoan Kiem District)*

(028) 3837.0208 (HCMC) (024) 3646.2828 (Hanoi) contact@FranklinCovey.vn
FCV@FranklinCovey.vn www.FranklinCovey.vn