

LEADERSHIP & MANAGEMENT

QNET presents the two-day workshop:

Project Management: A Practical Approach

Tuesday, December 7 and Wednesday, December 8, 2010 - 8:15 a.m. to 4:15 p.m.

Learn how to manage your projects successfully with some practical skills such as project planning, scheduling, tracking, change management and reporting. This two day workshop also emphasizes the importance of working with people to clarify expectations, define roles, and build commitment. The first day is an overview of the topic areas and the second day is a practical case project starting at initiation, through planning, execution, and control to closure for practice in applying the skills learned.

Topic areas:

- What are: projects, project management, and project managers
- Know the destination: scope definition
- Laying a route: work breakdown structure, schedule, and risk
- The human side: resources, responsibilities, and relationships
- Making headway: controlling scope, reporting progress

Presenter: Allison Atkey, Atkey Consulting Inc. has managed a wide range of projects including project launches, organization change initiatives, and application development.

This workshop is:

- An optional course in the 70 credit hour **Certificate in Management Development (CMD)**
- Eligible for credit in the **CAM:OE (Certificate in Applied Management: Organizational Effectiveness)** in partnership with the University of Manitoba Continuing Education

PRESENTED IN PARTNERSHIP WITH:

Industry Workforce Development, Manitoba Competitiveness Training and Trade
Canada / Manitoba Business Service Centre

REGISTER NOW - Fax this form to (204) 949-4990 or register online at www.qnet.mb.ca

Fee: \$569.00 + GST for QNET Members \$669.00 + GST for Non-Members

Name _____ Title _____

Organization _____ City _____

Ph _____ Fax _____ Email _____

Payment method: VISA AMEX MasterCard Cheque Enclosed

Card # _____ Expiry _____

Cardholder name _____ Signature _____

Participants will receive location and final details approximately 3 days prior to session, please contact QNET if you do not receive this information. Cancellations must be received in writing no later than 6 business days prior to the course. After that time, the full registration fee will apply and only replacement participants will be accepted. Invoices will be sent for non-attendance. G.S.T. Reg # 899755334RT.



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