Introduction to Project Management
(featuring The Pitch simulation)

For aspiring project managers and team members.

Length: One day	**Mode:** Classroom based	**Prerequisites:** Nil

About this course

This one-day course provides the basic knowledge and skills required by project managers and team members working in any industry or technical domain. Participants will get an overview of contemporary project management - suitable for managing projects in any industry or sector, and have the opportunity to put it into practice in an engaging 2-hour project management simulation: The Pitch.

Set in the world of a 1960's New York advertising agency, The Pitch is a great way to get people excited about project management and aware of basic project management concepts, frameworks and tools. This simulation combines basic project management education, team building and game-mechanics to provide a playful and unforgettable learning experience.

The power of simulation

Simulations and gamification are at the leading edge of adult education. They optimise participant engagement and learning through fun and game mechanics, and support kinesthetic learning ("learning by doing") to effectively bridge the gap between theory and work-based practice. Unlike computer-based simulations, *The Pitch* is a live, interactive, team-based simulation that brings people together to develop the soft skills and behavioural competencies known to underpin successful projects.

Who should attend?

It is the perfect starting point for those who are:

- Completely new to projects
- Supporting projects in a peripheral role (e.g. finance or procurement support staff).
- Working on projects as a team member
- Preparing to take on projects in the future ("aspirational" project managers).
- Currently managing projects in an ad-hoc manner, and wanting to apply a more structured approach.

What will it cover?

The course content is aligned to the global standard for project management theory – the Guide to the Project Management Body of Knowledge (PMBoK, 6th Edition). It provides an overview of key project management concepts, processes, tools and techniques. Participants will also get the chance to practice using some fundamental project management tools in small teams, with the support of an experienced facilitator. These practical activities will be conducted throughout the day and will be based on a simple project case study.

What knowledge will be acquired?

Participants will develop knowledge and understanding of:

- To understand the role of project management in today's workplace
- To understand the definition of a project and different project types
- To understand how projects are used to implement corporate strategy and manage change
- To have an understanding of the project lifecycle and 10 knowledge areas defined in the Project Management Body of Knowledge (PMBoK)
- To be able to apply some PM tools and techniques to project work
- Key concepts including the Iron Triangle, Cost of Change, Goldilocks Principle, and the Importance of Planning.

What skills will be developed?

Participants will develop core project management skills by developing the following documents in small teams, based on a simple project case study:

- Project Charter
- Project Plan – including:
    - Work Breakdown Structure
    - Network Diagram, Gantt Chart & Schedule
- Budget and Project Cost Estimate
- Quality Plan
- Communication Plan
- Risk Register

What resources will be provided?

- A hard-copy Participant's Manual containing the PowerPoint slides with lines for note-taking.
- A suite of soft-copy tools and templates.

What training methods will be used?

A range of learning formats, tools and techniques will be used, including:

- In-class lectures (peppered with discussion points) delivered by an experienced trainer
- 'War stories' and anecdotes to bring the theory to life
- Team-based activities based on a simple project case study