

## Project Management Essentials November 4–6, 2019

This course is designed to give new project managers and project team members an overview of the various tools and techniques of project management and the key elements needed to deliver successful projects. This course covers the complete project lifecycle from initiating, through project planning and execution, to project close-out. 21 PDUs.

## Project Communications & Stakeholder Management November 7, 2019

This course is designed to provide participants with an understanding of the complexity of managing stakeholders and project communications. We will cover the processes, tools and techniques of Project Communications Management and Project Stakeholder Management as presented in the Project Management Institute's *A Guide to the Project Management Body of Knowledge®*. 7 PDUs.

# Project Closeout Best Practices November 8, 2019

This workshop introduces project managers to the best practices for getting final signoffs and closing out projects. Project managers will come away with a structured closeout framework, and some templates that can be used to complete an orderly project closeout. 7 PDUs.

### These courses count towards the 10-day Project Management Certificate!



#### **Registration Fees (excluding HST)**

**Project Management Essentials** Early-bird rate: \$1,245/person Regular rate: \$1,445/person

Project Closeout Best Practices Early-bird rate: \$495/person Regular rate: \$695/person Project Comm. & Stakeholder Mgmt Early-bird rate: \$495/person Regular rate: \$695/person



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