

LEADERSHIP DEVELOPMENT

# Project Management Program



MANAGEMENT SCHOOL ST.GALLEN ■  
CORPORATE PROGRAMS

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# St.Gallen's project management program

Expertise, proven tools and Well-proven techniques for planning, managing and leading projects successfully.

Do you want to plan projects efficiently, coordinate them confidently and implement them smoothly? Our 3-module project management program will teach you specifically how to do this. During the course of the seminar series, you will engage intensively with the various facets of project management and project leadership. You will discover which tools and, for instance, agile methods successful project managers use and how you can apply these in a focussed way. And you will learn how to lead projects successfully and organise communication with various stakeholders, dealing with your own project team, the client and the project customers. A particular strength of this program lies in the fact that its methods are directly applicable to your own project set-up and also lend specific support during the transfer to your own practice-based projects.

**Duration**  
Recommended duration: 8 days.

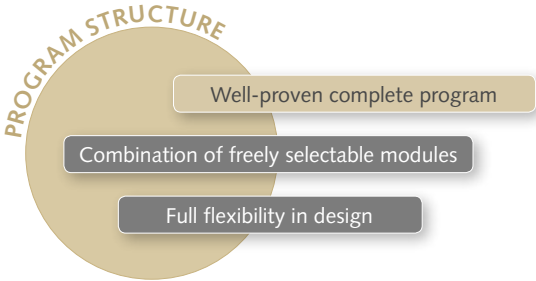
**Modules**  
The program's success is based on the three cornerstones of project management, project communication and direct practical application, and is taught in 3 modules over 2 to 3 days. The duration and order of modules, as well as thematic focus, can be customized to the requirements of your company on request.

**Target group**  
The program is aimed at project leaders and experienced project team members, who would like to acquire or enhance in-depth expertise in project management and project leadership.

**Languages**  
German, English. Further languages on request.

**Special features of the approach and sustainability assurance**  
This program is based on the international standards of the Project Management Institute (PMI) or the International Project Management Association (IPMA). Participants will work specifically on their own projects during and between modules. This means that they will not be left to their own devices but will be guided through the execution of their project by experts and colleagues.

**St.Gallen qualification and certification**  
There is the option of passing an exam at the end of the program and **certifying as a St.Gallen Project Management Expert**. The program also provides a firm basis on which participants can build up to PMP, CAPM or IPMA Level D or C certification. The program can be extended on an individual basis to include the required qualifications to prepare for the certification tests.



## MODULE 1

### Project Management

In module 1 you will learn the essential methods and techniques associated with successful project management and will be able to apply these to your own projects. You will then be able to plan, execute and complete your own projects successfully.

**An overview of project management**  
What is project management? Where do my responsibilities as project leader lie?

**Defining your project**  
How do we define good objectives? The magic triangle of project management. How can I ensure that projects are measurable?

**Project organization**  
How is a project rooted in its environment? Project roles and responsibilities. Designing paths of communication and decision-making processes.

**Planning and managing a project**  
How do I plan activities, time, costs and resources? (Creating a project plan for structure, network, time and resources). How do I maintain an overview? What kind of ongoing communication is needed?

**Risks in project management**  
How can I recognise risks early and manage them proactively?

**Project completion**  
How is this done and what do we learn from the experience?

**Project objectives and other arrangements**  
What and how can these can be implemented in your own field?

**Practical application and transfer**  
Identifying your own practice-based projects

**Duration**  
3 days

## MODULE 2

### Successful project communication

In module 2, you will learn how to lead projects in local and trans-regional teams, with or without managerial authority. You will learn the necessary skills for project communication, leadership competence and delegation of responsibility.

**Review part 1: fundamentals of project management**  
Experiences, challenges and approaches to finding solutions in the transfer time between modules.

**Communication during the project**  
How does communication function? Why does communication during the project sometimes fail? Giving and receiving feedback.

**Communication with various stakeholders**  
Identifying stakeholders. Recognizing the need for communication. Organizing appropriate involvement.

**Leading as project manager**  
The management triangle – your own leadership priorities and development areas. How do I hold on to power as project leader?

**Leadership styles and situative leadership**  
Life motives. Potential and limits of staff motivation. Recognizing what drives individuals.

**Practising typical project situations**  
Persuading counterparts. Addressing conflict and representing different opinions. Communicating with the steering committee.

**Practical application and transfer**  
Identifying and/or following up on your own practice-based projects.

**Duration**  
3 days

## MODULE 3

### Project management – practice and agile project management

Module 3 focuses on reflecting and working on your specific projects. You will also widen and refresh your knowledge and will be introduced to ways of achieving agile project management.

**Developing project management:**  
Broadening your knowledge of project management methodology, e.g. agile project management. An overview of agile methods. The most important agile methods: Scrum, Lean, Kanban, eXtreme Programming, Design Thinking and their core elements. How do I choose the most appropriate agile method?

**Agile project management**  
Which agile method is particularly suited to which type of project and form of organization? Where do mixed forms and hybrid project management methods work well? Lean and Kanban in projects.

**Implementation in your own project setting**  
How can I combine traditional and agile elements?

**Reflection on modules 1 and 2**  
Individual reflections on the program: what went well, what went badly?

**Practical advice for specific situations**  
Exercise for difficult project situations. Advice and suggestions from trainer and participants.

**Feedback & self-reflection session**  
Feedback on observed behavior in circle of participants.

**Duration**  
2 days