

**Objective:** To develop practical skills for project working in a business environment

**Key Competences:** Identifying, planning and managing projects

**Indicative Needs / Tasks:** Using project working to improve business planning and development

**Target Group:** All levels of business including Managers, Product Developers, Marketing and Operations Personnel

**Outcomes:** Upon completion of the training each person will be able to:

- understand the key characteristics of projects
- apply a structured approach to identify and select projects
- align project objectives to business goals
- divide a project into different activities and prepare a project
- plan manage risk and apply strategies to deal with change

**Indicative Content:** Defining projects and their purpose in business development

- Understanding the project cycle
- Using practical project planning and development tools
- Identifying project costs and benefits
- Partnership working in projects
- Dealing with change in projects
- Project monitoring and reporting

**Duration:** 20 Hours

**Language:** English, Hungarian

**Keywords:** Project identification, planning and management

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