



Capitol View Consulting, Inc

"Working together to create your vision!"

Project Management Basic

Capitol View Consulting, PMI Registered Education Provider

Supporting both individual career development and organizational improvement in project management at Medtronic since 1998.

Facilitator: Dr. Gary Jurek, President of Capitol View Consulting, Professor of Project Management at St. Mary's University of Minnesota (adjunct) and Project Management Consultant. Dr. Jurek has delivered more than 60 courses to over 1,000 Medtronic employees in Project Management and Internal Consulting. He has also worked with Medtronic management on 16 different business unit initiatives.



Do you know how to manage projects in a way that maximizes their success potential? This two-day workshop focuses on two of the basic skills needed to effectively manage small to medium sized projects: A solid understanding of basic project management processes and effective leadership skills.

These skills are crucial to successful project management, project relationships, and project communications. In this basic course, you will learn to:

- **Identify what is involved in a successful project.**
- **Describe roles and responsibilities of the project manager.**
- **Use a project life-cycle approach to initiate, plan, execute, control and close projects.**
- **Define project success from management, performance, and team perspectives.**
- **Build a project plan identifying scope considerations, network requirements and resource needs.**
- **Employ project monitor and control techniques while adapting to change requests.**
- **Successfully close a project by meeting both contract and relationship requirements.**
- **Explore your management and leadership styles.**

14 PDUs Awarded: All Project Management Institute members who successfully complete this course will be awarded 14 Professional Development Units, upon request, toward PMP certification by the Project Management Institute (PMI).

Objectives:

Identify what helps a project succeed and give you the skills to meet that goal. Along the way, you will explore your own management style and assess its impact on managing projects.