

CRASH COURSE IN PROJECT MANAGEMENT FOR SENIOR EXECUTIVES IN SMALL MEDIUM ENTERPRISES

HIGHLIGHT

This course takes aim at the different situations that many managers of small medium companies may find themselves to be in under this current economic crisis.

INTRODUCTION

In a small-medium enterprise an executive typically does not have the luxury to learn a full-scale project management method which is a common situation in the real world. Therefore, this course is specially designed to extend the opportunity of aspiring executives to acquire project management, is the art of business survival in this technologically sophisticated 21st Century.

OBJECTIVES

- To give sufficient working knowledge of project management to executive to quickly assess any situation (keeping a cool head to think/plan)
- To know what action to take next (identifying options and prioritizing/managing)
- To adjust as he goes along (understanding risks and taking corrective actions)

At the end of the course, executives will have a structured way of thinking that will aid them to face any business issue and find a way forward.

REGISTRATION

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FEES

RM250/pax

*excluding 6% SST

Group Discount:

3-4 pax – 5%

5 pax & above – 10%



WHO SHOULD ATTEND

Managers and executives of small companies in a crisis who are entrusted with the survival and continuation of their businesses.

COURSE OUTLINE

Course content will consist of visually attractive presentation slides, short videos and brief write-ups that are designed to stimulate participants interest.

Module 1: What is your business situation?

- Observing business environment
- Getting facts through situation analysis
- Projecting business

Module 2: What is the project management method?

- 1st - Getting get the Big Picture
- 2nd – Breaking down work into manageable parts
- 3rd – Looking at Time & Cost

Module 3: How to apply to your business situation?

- Examples
- Key points to take away!

Module 4: What do you need to do NEXT?

- Best practices!
- Tips & Tricks!

A short set of questionnaires will be given as a *self-examination* in the last session.

DURATION: 1 DAY

LEARNING FORMAT: 4 HOURS