

#UP/ The keys to project management

No. 8527

Target group: Project managers and future project managers who want to acquire or optimize their basic project management skills.

Prerequisites: An interest in online learning and a willingness to put the theory you have learned into practice and optimize it on a daily basis, to make sure that these new tools become a habit.

Training method: Online self-learning phases, live online sessions and support by professional learning experts.

Duration: approx. 45 days running time

Study time: 2 – 4 hours effective study time on the LearningHub @Cegos | 8 – 10 hours practice-oriented consolidation of what has been learned and successful transfer of the learning content into the working environment

Number of participants: min. 8 – max. 12

Languages: Available in 7 languages (ideal for international implementation)

DE EN FR ES IT PT CN

Price: on request

Benefits/Content: Thanks to this learning and implementation program, you will:

- Increase your methodological skills in projects
- Develop your skills for agile project planning and management
- Be even better prepared to ensure the success of your project.

You can acquire, deepen and apply your basic project management skills in your daily work by combining digital learning, live online sessions and support from mentors (supervisors or colleagues).

We call this format #UP. It is based on a personalizable learning path that guarantees real learning success.

By using this format, we are keeping the promise of 4REAL, the process model of the Integrata Cegos Group, to offer you a lasting, practice-oriented and efficient learning experience.

You are the one who is in the driving seat: You have a clear objective right from the start and choose your own learning path.

Milestones Process Learning and applying

1. Learning set-up
Definition of your objective



Day 1 – 9 | 1 – 2 hours

2. Live Online Session
Exchange on learning content & support



Day 10 | 90 minutes

3. Personalize
your learning path



Day 10 – 11 | 30 minutes

Sprints – You choose two of the following sprints:

1. Starting new projects on a solid basis

- Define the project framework and project mission by means of effective questions
- Involve stakeholders
- Tools for starting a new project
- Your transfer of learning at the start of a new project – Hands-on tips for implementation in everyday work

2. Keeping projects running by organizing tasks and responsibilities

- Plan milestones
- List tasks and activities and assign tasks
- Practice dealing with change
- Important Tools
- Your transfer of learning – Hands-on tips

3. Purposeful dynamics through agile project planning

- Develop a project plan
- Identify critical paths
- Use agile planning, e.g. time boxing
- Important Tools
- Your learning transfer – Hands-on tips

4. Preparing meetings of the Steering Committee

- Coordinate the team's activities
- Prepare decisions in the Steering Committee
- Important Tools
- Your learning transfer – Hands-on tips

4. Learning and applying to workplace



Day 11 – 40 | 4 – 10 hours

5. Live Online Session
Exchange on transfer of learning



Day 38 – 43

Day 44 | 1 hour

6. Get certified
Evidence validation*



Day 45

*Prerequisites for the certificate: Submission of two pieces of evidence from third parties (colleagues, managers, clients, etc.) in line with the learning objectives you set yourself at the beginning of the training program.

Mentoring path



Day 1 – 45 | 4 conversations

Involvement of a company internal mentor (colleague, manager, supervisor, etc.) in the learning program, who will assist you with:

- individual objectives (comparison of company and learning objectives)
- selecting sprints
- collecting learning evidence