



# Introduction to Project Management

This course is designed to introduce the basic principles of project management.

Local Authorities are always facing a great deal of change  
- well managed projects will help you to deliver well-managed change!

**Facilitator: Robin Taylor, Improvement & Development Consultant**

## What will I learn?

**By the end of this course, you will**

- Understand the **basic principles** of project management and how it can benefit local authorities
- Understand some of the **tools and techniques** used by project managers and project teams
- Explore the **challenges and opportunities** of applying **project management theory** in practice

## What will it cover?

- Basic **concepts** and **benefits** of project management
- **Planning, managing** and **finishing** projects
- Roles and responsibilities of **people** in projects
- Project management **tools** and **techniques** available
- Challenges and opportunities of putting project management theory into **practice** in local authorities

## Is it right for me?

This course is intended for anyone wanting to get to grips with the basic concepts of project management. It is suitable for people who might need to manage projects but also useful for people with other roles i.e. in a project team, monitoring project performance, member of project board etc.

No prior knowledge of project management is necessary.

**Duration:** 1 day or half-day

For details:

Email: [robin@seemp.co.uk](mailto:robin@seemp.co.uk)

