TRAINING ON

PROJECT MANAGEMENT

Duration: 8 sessions over 20 hours

Session plan:

Session	Topics	Date	Duration
Session 1	Introduction Assessing participants understanding on Project Management – What is Project Management? Why Project Management is key to success of any project?	4 March 2022	3 hours 6.30 – 9.30 pm
Session 2	Project Initiation Starting a project/Project initiation phase How to define a project goal, deliverables, and scope	5 March 2022	2 hours 6.30 – 8.30 pm
Session 3	Advocacy & Stakeholder Analysis Who are the stakeholders? Why they are important?	11 March 2022	2 hours 6.30 – 8.30 pm
Session 4	What are the challenges in identifying stakeholders? How to conduct a Stakeholder Analysis Group work	12 March 2022	3 hours 6.30 – 9.30 pm
Session 5	Group work submission/presentation on Advocacy and Stakeholder Analysis	18 March 2022	2 hours 6.30 – 8.30 pm
Session 6	Leadership & Team Building Why leadership is important? Why team building and teamwork is important?	19 March 2022	2 hours 6.30 – 8.30 pm
Session 7	Conflict Analysis What are the main challenges of social development project? What is conflict?	25 March 2022	3 hours 6.30 – 9.30 pm

Session	Topics	Date	Duration
	What are the elements of conflict? What is conflict resolution and how to implement it in a project to overcome a conflict?		
Session 8	Project Management & Communications What is the role of Communications in Project Management? Why Communication is important for the success of any project?	26 March 2022	3 hours 6.30 – 9.30 pm
	Group presentation, evaluation & Certificate Giving/networking evening	2 April 2022	3 hours 6.30 – 9.30 pm