

目标与内容 Objectives and Content

Managing projects well requires a great deal of skills and finesse, which makes it so interesting and demanding. Our open workshop Project Management will help you meet the challenges of cost pressure, limited time and high quality. It shows you how to plan and start a new project effectively, key facts to implement and manage an entire project successfully. Simulations and group activities enable you to better master the new project management techniques and templates to make information flow, monitoring and reporting more efficient.

项目管理有趣而富挑战性，对技能技巧要求很高。本课程将你迎难而上，面对成本压力、时间限制品质要求的考验，教你学会如何有效计划和启动新项目，领会成功开展和管理整个项目的要点。通过情景模拟和小组活动，你能更好地掌握项目管理新技巧及工具，提高信息流程、项目监管和项目报告的效率。

参加对象 Target Group

Project managers, project engineers and other stakeholders

项目经理、项目工程师与相关人士

大纲 Outline

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| • Define project start and project target | 定义项目启动和项目目标 |
| • Set up an efficient project organization | 建立有效的项目架构 |
| • Role of project manager | 项目经理的角色 |
| • How to develop the statement of work | 如何建立项目描述 |
| • Project planning stages | 项目管理的各个阶段 |
| • Apply work breakdown structure (WBS) | 工作结构分解的应用 |
| • Develop phasing and project schedule plan | 划分项目阶段、制作项目进度时间表 |
| • Anticipate risk and resolve problem | 预测风险并解决问题 |
| • Project human resource planning and management | 项目人力资源计划及管理 |

日期: 2018年5月24-25日
2018年8月23-24日
会员: 4000元; 非会员 4400元
价格包括会务, 资料费, 午餐费。
语言: 英文/中文

Schedule: May 24-25, 2018
Aug. 23-24, 2018
Price: Member 4000RMB; Non-member 4400RMB
Fee includes lectures, course materials and lunch.
Language: English/Chinese