

The Project Leadership SeriesSM

Presented by the
**MARTHA AND SPENCER LOVE
SCHOOL OF BUSINESS**

at

Elon University

In collaboration with



Learning
Leading
Collaborating

T A N D E N

**“Leading through
teaching and inspiring
others.”**

Recommended Prerequisites:

- Essentials of Project Management

Recommended Follow-Up Courses:

- Project Risk Management
- Advanced Project Management
- PMP® Certification Exam Preparation
- Leadership Skills for the Project Professional
- The PMO:
Leading the Project
Delivery Organization

For more info, contact:

ELON ExecEd

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Elon, NC 27244

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Managing Multiple Projects July 28, 2008

The *Managing Multiple Projects* seminar is a half-day, instructor-led, seminar session designed to introduce attendees to better practices, processes, and techniques that will help the project management practitioner do a better job of leading, monitoring, and controlling multiple projects and programs.

Subject Matter

Global competition, corporate “right-sizing”, and a growing project-based economic model require organizations to “do more with less.” Project management practitioners have learned that these shifts in the economy affect the project management discipline as much – if not more than – as any other functional area. More than ever before, project team members are required to not only take on more responsibilities in existing projects, but also engage in more projects in the same amount of time.

Topic areas include:

- ♦ Project Definition
- ♦ Project Dependencies
- ♦ Portfolio Management
- ♦ Project Prioritization & Time Management
- ♦ Portfolio Risk Management
- ♦ Project Reporting and Communications
- ♦ Cross-Project Controls
- ♦ Schedule and Cost Analysis

Recommended Attendees

This seminar will benefit executives, senior managers, resources managers, and project/program managers that are responsible for the successful delivery of multiple projects. The seminar will benefit all key project stakeholders in every industry.

Participants Will Receive

- ♦ Comprehensive Student Guide
- ♦ Standard Project Management Templates in Electronic Format
- ♦ Certificate of Participation
- ♦ 4 PDU's or Contact Hours / .4 CEUs

What Previous Attendees Have Said:

“This seminar will help me maintain focus on the important things versus minutiae.”
“Timely and relevant. I can use the lessons for my portfolio of projects right now.”
“The seminar helps shift my mindset from single projects to multiple initiatives.”

All Tanden LLC instructors are certified Project Management Professionals (PMP®) with many years of hands-on project leadership experience in a multitude of industries. Tanden LLC is a PMI Global Registered Education Provider.



Earn your
**Elon University Executive Education
Certificate in Project Leadership**
By completing 4 courses* within 2 years

Core Courses:

Essentials of Project Management
Advanced and Applied Project Management

Elective Courses:

Project Risk Management
Leadership Skills for the Project Professional
Project Portfolio Management
Leading the Project Management Office (PMO)
PMP® Certification Exam Preparation

Seminars:

Project Management Executive Seminar
Risk Management in the Project Environment
Communication for Virtual Project Teams
Contracting for the Project Leader
Managing Multiple Projects

* Three seminars may be substituted to satisfy one elective course requirement.

NEW!!

The Project Leadership SeriesSM

ELON ExecEd

Promotional Partner



Register for: **Managing Multiple Projects**

Dates: **July 28, 2008, 8:30 a.m. - 12:30 p.m.**

Registration Fee: \$295 | Team: \$265 for each additional registration - same organization

Early Bird Discount: Register for only \$265 on or before June 30, 2008 - SAVE \$30

I look forward to attending Managing Multiple Projects. (July 28, 2008)

Name: _____

Firm: _____ Code: _____

Address: _____

Phone Number: _____

Email Address: _____

The deadline to register is July 14, 2008.

Please make checks payable to Elon University - ExecEd.

To Register

- Register online at www.Elson.edu/ExecEd
- Call 336-278-6091 or e-mail: execed@elton.edu
- Fax the form to 336-278-5952
- Mail the form with your check to the following address:
**Elon Executive Education
Love School of Business
2075 Campus Box
Elon, NC 27244**