

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:

- An introductory understanding of project management terminology and processes

Recommended Follow-Up Courses:

- Leadership Skills for the Project Professional
- Project Portfolio Management
- The PMO:
Leading the Project
Delivery Organization

For more info, contact:

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Putting the Cart After the Horse: Project Scope Definition and Schedule Development November 10, 2008

Putting the Cart After the Horse: Project Scope Definition and Schedule Development

is a seminar designed to help project management practitioners incorporate better practices in defining and developing timelines for projects.

What you will learn

The root cause for many project problems can be attributed to inadequate planning (or, in some cases, no planning at all). More specifically, these organizations do not sufficiently define the scope (the "what?") and the activities (the "how?") required to successfully deliver the project. Struggling project teams often drift into the execution phase without a well-defined plan. This one-day seminar is designed to not only introduce better practices for scope definition and schedule development; it is also structured to facilitate hands-on learning through individual and team application. Participants will leave the seminar with a better understanding of project planning techniques such as: Work Breakdown Structures, Activity Breakdown, and Network Diagramming.

Goals and Objectives:

- To learn useful "take-aways" designed to facilitate proper project scope and schedule planning
- To learn relevant and applicable work breakdown techniques
- To better understand techniques for identifying and articulating project activities
- To properly define dependencies between activities in order to optimize the project schedule
- To identify a project's critical path using network diagramming techniques
- To gain insight into useful lessons learned for project planning from other seminar participants

Who should attend

The course will benefit project managers, sponsors, team members, resource managers responsible for defining project scope and developing project schedules.

What Previous Attendees Have Said:

"Great seminar! I learned a lot and enjoyed the learning as well, thanks!"

"Instructor kept my attention, hands-on activities were very helpful."

"Fun class; very engaging. Facilitators did a good job explaining the concepts."

All Tanden LLC instructors are certified Project Management Professionals (PMP[®]) with 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
Cart After horse: Project Scope & Schedule
Art of PM: Leadership Skills for the PM Practitioner

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

NEW!!

The Project Leadership SeriesSM

ELON ExecEd

Promotional Partner



Register for: **Putting the Cart After the Horse:**
Project Scope Definition and Schedule Development

Date: November 10, 2008, 8:30 a.m. - 4:30 p.m.

Registration Fee: \$495 | Team: \$445 for each additional registration - same organization

Early Bird Discount: Register for only \$445 on or before October 13, 2008 - SAVE \$50

I look forward to attending "Putting the Cart After the Horse" (November 10, 2008)

Name: _____

Firm: _____ Code: _____

Address: _____

Phone Number: _____

Email Address: _____

To Register

- Register online at www.Elton.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**

The deadline to register is November 27, 2008.

Please make checks payable to Elon University - ExecEd.