



CAPACITY-BUILDING OF THE GEORGIAN LEADERSHIP COMMUNITY FOR IMPROVED DECISION-MAKING AND NEGOTIATION SKILLS

PROJECT MANAGEMENT SYLLABUS

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Aim of the Module

The aim of the course is to give fellows a basic understanding of project work and its implications in working life today. Project management is widely used in many spheres of working life and is an effective tool in change management. The programme will also highlight the important interaction between the project, the project leader and the project group and the benefits of using project work to address issues of importance.

Objectives

- Give an overview of project management and its evolution until today and the reasons why project management has become increasingly important in contemporary working life.
- The programme will also familiarise fellows with the project management cycle, its various steps and highlight issues that could contribute to success or failure of a project.
- Give insights into the role of the project leader and the various roles a project leader needs to take in order to execute a project.
- Give insights into the importance of team work and its dynamics in a project.

Methodology of the course

The methodology is a combination of theoretical input, discussions and reflections. Small exercises will also be given. A participatory approach will be used in the sessions. Eight-hour module is divided into three sessions:

Session 1

Will focus on the evolution of project management, what a project is, when projects are appropriate to use, examples of various projects, and the phases of the project management cycle.

Session 2

Will focus on the tasks the project leader is expected to execute and the various roles a project leader may have to embark on.

Session 3

Session three will focus on the importance of team work, the importance of creating a good working climate and the dynamics one may encounter in a group.

Evaluation

In connection with session three, a follow-up of the learning will be done.

Reference books:

1. Barker, S & Cole R: Project Management. What the best project managers know, do and say. Pearson Education Limited 2009
2. Meri Williams: The Principles of Project Management. SitePoint Ltd. 2008.