

This course is designed to provide engineers and other professionals in the medical device industry, engaged in managing projects, with basic Project Management knowledge and tools to support their daily responsibilities to increase their execution level and their efficiency.

Engineers are, independently of their role in the organization, involved in managing projects. The better prepared they are to handle projects properly, the closer they are to succeed.



### Duration

9 hours



### E-learning platform

Tools and templates



### Hands to work

Simulated learning



### Certification

After successful course completion



## COURSE CONTENT

1. Project Management Basis
2. Project Management Cycle
  - **Initiation**
    - Scope definition
    - Proper documentation
    - Common tools
    - Stakeholder analysis
    - Risks analysis
    - Project Summary
    - Success criteria
  - **Planning**
    - Budgets
    - Timelines
    - Milestones
    - Documentation
    - Common tools
  - **Execution**
    - Manage Work
    - Manage Team
    - Communications
    - Stake holder engagement
    - Common tools



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## COURSE CONTENT

## 2. Project Management Cycle

## • Monitoring and controlling

- Control work
- Control Schedule, time, costs, resources
- Risks
- Stakeholders
- Communication
- Common tools

## • Closure

- Report out
- Closure
- Common tools

**Duration**

9 hours

**E-learning platform**

Tools and templates

**Hands to work**

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completion



## At the end of the course you will be able to

- Define the project management role and expectations.
- Learn about the importance of having a project structure, stages in the project cycle and typical terminology.
- Be able to use the tools provided during the class to map each of the project phases.
- Learn to report project status and performance to stakeholders.