PM² PROJECT MANAGEMENT METHODOLOGY FOR EUROPEAN FUNDED PROJECTS

Effective Project Management based on the PM² Methodology of the European Commission

OUR EXPERTS

At European Academy we put a strong emphasis on the teaching skills of our tutors, therefore each instructor has been carefully selected, ensuring they meet the criteria of both being an expert in their field as well as being great communicators.

Our tutors know and understand the challenges you're most likely to face, so they can suggest the best and most effective ways to help you overcome them. With many valuable years' worth of diverse experience their role is to support you throughout your learning journey.

This is a unique course developed in collaboration with the PM² Alliance. It has been designed exclusively to serve the needs of the beneficiaries of European Funding and is the result of the combined work of PM² Practitioners, PM² Authors and experienced Project Coordinators.

The courses are delivered by PM² Trainers qualified and certified by the PM² Alliance with proven experience in the management and coordination of European projects.

TRAINING AGENDA
Day 1

Registration 08:30 – 09:00
Roundtable welcome and introductions 09:00 – 09:30

Session 1: Project management fundamentals 09:30 – 10:30
Introduction to various project management methodologies
- PMI, Prince, IPMA, GPM, PM2: similarities and differences
- Where and when to apply each methodology
- About Open PM2
- History and evolution of PM2
- Value proposition of PM2

Project management fundamentals
- Definition and characteristics of projects
- Differentiating projects from operational processes
- Analyzing the triple constraint - time, scope, budget
- Output vs. Outcome vs. Benefit vs. Value
- Project, program, and portfolio management
- Q&A segment

Coffee Break 10:30 – 11:00

Introduction to the PM² Methodology 11:00 – 12:30
PM2 project governance and roles and responsibilities
- The PM2 Governance Model
- Assigning roles & responsibilities: The RASCI model
- Exploring various roles in PM2
- Duties and expectations of each role
- Real-world challenges faced in these roles
- Q&A segment

PM2 life cycle phases
- Introduction to PM2 life cycle phases
- Delving into initiation, planning, execution, and closure
- The PM2 activities and artefacts landscape
- Importance of artefacts in PM2

Lunch Break 12:30 – 13:30

Session 3: Project initiation phase 13:30 – 15:00
- Initiating activities and artefacts
- Initiation phase workflow with key outputs
- Project Initiation request
- Critical Success Criteria (CSC) vs. Critical Success Criteria (CSC)
- Workshop: Creating and using PM2 artefacts in a project scenario
- Group activity: Peer review of created artefacts

Coffee break 15:00 – 15:30

Session 4: Project initiation phase - continuation 15:30 – 17:00
- The Business Case: justifying the project
- Workshop: Creating and using PM2 artefacts in a project scenario
- Group activity: Peer review of created artefacts
- Project Charter: defining the project
- Defining clear project scope
- Workshop: Creating and using PM2 artefacts in a project scenario
- Group activity: Peer review of created artefacts

End of Day 1 17:30

OTHER COURSES

PM² PROJECT MANAGEMENT METHODOLOGY FOR EUROPEAN FUNDED PROJECTS

PROPOSAL WRITING FOR RESEARCH & INNOVATION PROJECTS

MASTERING ERASMUS+ PROPOSAL DEVELOPMENT: FROM PROJECT CONCEPT TO WINNING PROPOSAL

FINANCIAL ADMINISTRATION & AUDITING PREPARATION FOR EU FUNDED PROJECTS

RISK MANAGEMENT FOR EC FUNDED PROJECTS

IMPACT OF E.C. FUNDED RESEARCH

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Day 2
Session 1: Project planning phase 09:00 – 10:30
- Planning activities and artefacts
- Planning phase workflow with key outputs
- Kick-off meeting
- Project Handbook
- Project Management Plans
- The Project Work Plan
- Work breakdown
- Effort and duration estimates
- Schedule and Budget
- Workshop: Creating and using PM2 artefacts in a project scenario
- Group activity: Peer review of created artefacts

Coffee Break 10:30 – 11:00

Session 2: Risk and Stakeholder management in projects
PM2 risk management 11:00 – 12:30
- Importance of identifying and managing risks
- PM2's approach to risk
- Workshop: Identifying, analyzing and mitigating risks in a PM2 context
- Group activity: Sharing real-world risk scenarios and solutions
- Q&A segment
- Project Stakeholder Analysis
- Who are project
- Stakeholders Analysis
- Workshop: Stakeholder Analysis
- Group activity: Peer review of stakeholder analysis

Lunch Break 12:30 – 13:30

Session 3: Project executing and monitoring and control 13:30 –15:00
- Execution activities and artefacts
- Execution phase workflow with key outputs
- Coordination and communication
- Manage project change
- Manage risks and issues
- Managing the project logs
- Using the PM2 checklists
- Quality assurance and control
- Monitoring project performance
- Control schedule and costs
- Project reporting and information distribution
- Workshop: Creating and using PM2 artefacts in a project scenario
- Group activity: Peer review of created artefacts

Coffee break 15:00 – 15:30

Session 4: Project closure 15:30 – 17:00
- Project-end review meeting
- Lessons learned and post-project recommendations
- Formal project acceptance
- Administrative closure
- Q&A segment

Closing and feedback session
- The last session of the course will be devoted to the discuss practical issues for PM2 application and PM2 certification process
- Reflecting on the 2-day training program
- Collaborative creation of a "lessons learned" document
- Sharing takeaways and insights

End of Day 2 17:30

OPEN COURSES
Meticulously designed to provide an in-depth knowledge on European funding and policies

IN-HOUSE COURSES
Fully customised outcome orientated training focusing on specific organisation's objectives

TRAINING MISSIONS
Technical Support and Capacity Building services for European Agencies and Organisations

CONSULTATION
Tailored solutions for innovators and project stakeholders in their journey from Inception to Implementation

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