



Managing Project Teams

Course number: 088619

Course length: 0.5 day(s)

Course Description

You want to create and maintain a successful team. Learning how to effectively manage a team is the first step to realizing your goal. In this course, you will determine how to manage the team so that it remains effective.

Course Objective: You will identify ways of building a team, apply strategies for managing a working team, and identify ways of effectively decommissioning a team.

Target Student: This course is intended for individuals charged with successfully leading a team.

Prerequisites: It is recommended that you have familiarity with the use of teams in the workplace and complete the following courses prior to taking this course:

- Practical Leadership
- Motivating Your Employees
- Change Management

Delivery Method: Instructor-led, group-paced, classroom-delivery learning model with structured hands-on activities.

Performance-Based Objectives

Upon successful completion of this course, students will be able to:

- Get to know your team.
- Manage your team.

Course Content

Lesson 1: Knowing Your Team

Topic 1A: Identify Elements of a Team

Topic 1B: Interaction Within a Team

Topic 1C: Communicate with the Team

Topic 1D: Identify Standards

Lesson 2: Managing Your Team

Topic 2A: Identify Management Needs

Topic 2B: Provide Feedback

Topic 2C: Maintain Team Momentum

Topic 2D: Identify Management Challenges

Topic 2E: Close Out a Project