

ILM Level 3 Award in Leadership and Management - Project Management

The Level 3 Award in Leadership and Management enables Managers and Leaders to improve their existing skills and capability in a competitive market. The award is made up of a number of units. This particular programme is focusing on Project Management Skills.

Programme Units:

- Leading and Motivating a Team Effectively
- Managing Workplace Projects
- Understanding How to Motivate to Improve Performance
- Overview of Microsoft Project



COURSE DURATION: 4 DAY COURSE

Course Content

Leading and Motivating a Team Effectively

Why organisations or projects need a vision, mission and strategy and what this means to first line management
Effective Communication
Motivational Theories and factors
Applying these skills to your project

Managing Workplace Projects

Project design principles
Project Planning Techniques
Use of objectives and milestones to monitor performance
Project Evaluation and Review Techniques
Non-financial costs and benefits of change

Understanding How to Motivate to Improve Performance

Application of motivational theories to teams and individuals
Overview of factors influencing behaviours
Styles and patterns of behaviour
Techniques to motivate and monitor performance
Employee Engagement

Microsoft Project

An introduction and overview of Microsoft Project

www.oaktree-training.co.uk

