



Registration:

Contact: Mushtaq Hussain
Tel: +92 (21) 32438164
Mobile: +92 (323) 2436726
mushtaq@shahzadtc.com

Fee:

Dates:

Venue:

Shahzad Training & Consulting International

MD's Office:
P.O. Box 231719, Riyadh
11321, KSA
Fax: +966 (1) 2050081

Registered Office:
E-29 Block 4, Gulshan Iqbal,
Karachi, Pakistan
Tel: +92 (21) 32438164
Fax: +92 (21) 34960459

www.shahzadtc.com

Language: English

Duration: 1 ½ - 1 ¾ Days

Target Audience: All Managers working in Project Teams

In this day and age of intense competition, it is imperative for any organization to be able to launch its initiatives, such as new products or services, with excellence. Any delays in the initiative may cause a heavy loss in profits, volumes and market share. This can be achieved through proper project management.

Essentials for Delivering Successful Projects

To implement successful projects, it is essential to understand why launches fail and to make plans to avoid the failure. Some of the reasons for launch failure are:

1. Not knowing your project goals
2. Not having the right people on board
3. Not having a project plan
4. Not having proper controls
5. Not learning from project success and failures
6. No team work!

Delivering Successful Project is an extremely practical training which will help you learn and immediately put in use techniques that will make your projects immensely effective and efficient.

Training Objectives:

- To define project Management
- To learn how a Project is initiated
- To learn how a Project is planned
- To learn how a Project is controlled
- To learn how a Project is closed

Practical Aspects:

- Process flow chart for projects established during the training
- Use of actual project charters during activities and discussions
- Use of actual project plans during activities and discussions
- Use of MS Excel and *MS Project* in setting up projects

Formats Provided for:

- Project charters for various types of common launches
- Project plans for various types of common launches
- Project follow up
- Project meeting minutes

Practicality Example:

"Dear Internal Audit Manager,

Attached is a presentation that shows the agreed Process Flow chart (during the Successful Launch Implementation Training conducted by Mr. Ahsan S. Razzaq) along with all the required attachments to finalize this procedure as part of our Business Process. Kindly revise it and take the necessary actions to activate it in our company."

Thanks & Best Regards,

Planning & systems controlling Manager, *AlSafi-Danone, Riyadh, Saudi Arabia*