

An Introduction to Project Management

If we have a large project or multiple projects to complete, it may be the case that sometimes important steps, information or deadlines slip through the cracks. “Project management” is a way of thinking about projects, including tools to help control projects to achieve your goals.

This workshop will enable you to:

- Define key project management terms
- Clarify projects before starting them
- Organize a project so it can be completed within budget and on schedule
- Set up a monitoring system that will keep you up-to-date on project status
- Learn to deal with changes in the project plan
- Analyze resources and apply models to manage a project effectively
- Improve your effectiveness in managing projects.

DATE: 11/6/08

TIME: 10:00 - noon

LOCATION: University Library
Room 1126

Registration Information: To register online for this opportunity, access SignUp by going to www.hra.iupui.edu/signup.asp and follow the prompts. Please direct any inquiries regarding registration to 274-4438 or htratng@iupui.edu.

