

Seminar offering within the GGG course programme

course title:

Project Management in a Business Environment

lecturer:

Hamish Walker

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organization:

Hamish Walker Coaching & Training

date & time:

05/09 - 06/09/2013 & 26/09 - 27/09/2013. Thursday 13.00 - 17.00, Friday 9.00 - 17.00

target group:

beginners OR advanced learners

language of course and discussion:

English OR German

maximum number of participants: 15

conditions of participation:

Active participation in Work Groups and presentation of results

credits (ECTS): 2

brief description:

Project Management is used more and more in the commercial and industrial environment to efficiently track and complete complex tasks and projects. This is especially true in the international context, where projects are often run on a multi-national basis by internationally active companies.

The participants learn the basics of how to define, manage and implement projects successfully. With the help of group work, they become acquainted with the

implementation cycle of a project and with the relevant tools to handle each phase of a project.

literature:

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location:

“Tagungszentrum” of the Historic Observatory (“Historische Sternwarte”),
Geismar Landstr. 11, 37083 Göttingen.

→ [location plan](#)

catering:

There is a small kitchen (,kitchenette’) in the “Tagungszentrum” that can be used for coffee or tea purposes. All equipment necessary (e.g. coffee machine, dishes, cutlery, etc.) is available.

Please take care of tea, coffee, milk, etc. on your own. The same also applies to food and cold drinks.

lesson contents:

- Definition of Project Management
- Project structure
- Project Management Cycle
- Instruments & Tools for the different phases of a project
- Staffing of a project
- Team development & team communication
- Working with intercultural & international teams

performance requirements:

kind of (written) examination:

- paper
- written composition
- presentation
- other:

provision of advance information (e.g. literature or list of seminar papers)

by lecturer via e-mail

OR

presumably not necessary