The Project Leadership SeriesSM

Project Management Executive Seminar
July 24, 2006

The Project Management Executive Seminar is a half-day, instructor-led, seminar session designed to provide an introductory overview of the project management discipline.

Subject Matter
The seminar structure effectively combines introductory lecture and discussion with hands-on application of the most basic project management principles. The seminar focuses on the standard project management terms and processes associated with initiating, planning, executing, controlling, and closing a project.

Participants will learn the basics of:

- Project Management Terminology
- Project Selection and Prioritization
- Project and Scope Definition
- Resource Identification/Assignment
- Project Reporting
- Scope and Change Control
- Project Organizational Structures
- Initiating a Project
- Project Planning and Scheduling
- Project Budgeting
- Risk Management
- Project Closure

Recommended Attendees
This seminar will benefit executives, senior managers, resources managers, and functional managers that want a basic understanding of project management and how it can contribute to organizational success. The seminar will benefit any project stakeholder in any industry.

Participants Will Receive

- Comprehensive Student Guide
- Standard Project Management Templates in Electronic Format
- Certificate of Participation
- 4 PDUs / .4 CEUs

What Previous Attendees Have Said:

“Great seminar! I learned a lot and enjoyed the learning as well—thanks!”
“Instructor kept my attention... hands-on activities were very helpful.”
“Fun class; very engaging... Facilitators did a good job explaining the concepts.”

Recommended Prerequisites:
- None

Recommended Follow-Up Courses:

- Fundamentals of Project Management
- Project Risk Management
- Leadership Skills for the Project Professional
- Project Portfolio Management
- The PMO: Leading the Project Delivery Organization

For more info, contact:

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All Tanden LLC instructors are certified Project Management Professionals (PMP®) with many years of hands-on project leadership experience in a multitude of industries.
The Project Leadership Series℠

Earn your Elon University Executive Education Certificate in Project Leadership
By completing 4 courses* within 2 years

Core Courses:
- Fundamentals of Project Management
- Advanced and Applied Project Management

Elective Courses:
- Project Risk Management
- Leadership Skills for the Project Professional
- Project Portfolio Management
- Leading the Project Management Office (PMO)
- PMP® Certification Exam Preparation

Seminars:
- Project Management Executive Seminar
- Risk Management in the Project Environment
- Communication for Virtual Project Teams
- Contracting for the Project Leader
- Managing Multiple Projects

* Three seminars may be substituted to satisfy one elective course requirement.

Register for the: Project Management Executive Seminar
Dates: July 24, 2006, 8:30 a.m. - 12:30 p.m.
Registration Fee: $295 | Team: $265 for each additional registration - same organization
Early Bird Discount: Register for only $265 on or before June 30, 2006 - SAVE $30

To Register
- Register online at www.Elon.edu/ExecEd
- Contact Kristin Barrier at 336-278-6091 or kbarrier@elon.edu
- Fax the form to 336-278-5952
- Mail the form with your check to the following address:
  Elon Executive Education
  Love School of Business
  2075 Campus Box
  Elon, NC 27244

The deadline to register is July 14, 2006.
Please make checks payable to Elon University - LSB.