

## Tools & Techniques

### Issues

Successful projects are managed according to a process. Each phase in this process requires a set of tasks necessary for effective project execution. To help individuals understand the project management process and its associated tasks, BTS has created *Tools & Techniques*, an interactive learning solution that focuses on the importance of project planning and execution.

BTS's *Tools & Techniques* addresses the following project-related issues:

- Time and Resource Planning
- Stakeholder Management
- Risk Management
- Core Team Selection
- Effective Team Leadership
- Project Initiation and Close out

A consistent process for project implementation leads to greater efficiency and effectiveness of the project outcome. Project managers must be proficient in building project plans and orchestrating successful results.

### Solution

Based on the Project Management Institute's Project Management Body of Knowledge (PMBOK), BTS's *Tools & Techniques* provides individuals with a basic understanding of technical project management concepts. *Tools & Techniques* facilitates the practical application of best practices and tools to real-life projects, ensuring that these resources are used effectively by participants back on the job. The workshop combines individual exercises, small group activities, case studies, assessments, and action planning tools to deliver learning in a one-, two-, or three-day program format.

*Tools & Techniques* targets:

- Newly appointed project managers
- Core team members

Unique to the three-day program, participants engage in an interactive business simulation in which they play the role of a project manager. They must lead a cross-functional team to execute a project successfully through the Five Phases of Project Management. *Tools & Techniques* also provides participants with detailed feedback to ensure the immediate application of new skills on the job.



## Impact

After completing the *Tools & Techniques* workshop, participants will be able to:

- Implement the project management process
- Select the right core project team
- Develop a project plan
- Structure work for maximum productivity
- Manage risks and stakeholders
- Monitor and control project execution
- Effectively initiate and close out projects

As a result, *Tools & Techniques* transforms participants into project managers with the ability to execute projects successfully from beginning to end. Mastery of these fundamental technical components will ensure maximum project performance.

## About BTS:

BTS partners with leading companies to accelerate change and improve business results. We are the world leader in customized business simulations and other discovery learning solutions that enable leading corporations to change, grow and succeed. BTS adds value for our Global Fortune 1000 clients through three practice areas: Strategic Alignment & Business Acumen, Leadership & Management, and Sales. We have additional capability in Operational Excellence & Project Management and offer an innovative Engage for Change process. BTS is a public company listed on the Swedish Stock Exchange and trades under the symbol BTS B.

For more information please visit [www.bts.com](http://www.bts.com).

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