

Introduction to Project Management

Friday, November 3, 2017, 9:30-13:00

Henry Angus Building 435 (UBC Point Grey)

This workshop covers scope and time management concepts and tools, as well as communication and risk management. The time management session also includes a discussion of tools and techniques for individuals to better manage their own productivity and organization. There will be hands-on activities.

The workshop is targeted to research trainees/post-doctoral fellows.

Objectives

- Benefits of defining and managing project scope to maximize the potential to achieve project goals
- Step-by-step approach to establishing a schedule for project activities
- Overview of basic communication management
- Project management terminology (milestones, objectives, Gantt chart)

About the speakers

Robyn Roscoe is a certified Project Management Professional (PMP) with 13 years of experience in the management of large health research projects, and over 20 years of experience in project management in scientific and technical fields. She is currently Director of Management and Administration for the BC Cancer Agency Genome Sciences Centre (GSC), and is responsible for project and finance management. She holds a BSc from the University of Manitoba.

Register

Please register at <http://ow.ly/7LWS3oftDnK>.

Seating is limited, and registration will be capped at 30 participants.