

# Workshop Information

Enactus George Brown College

## Learning Objectives

Identify project management principles and terminology  
Plan and manage project scope using project management principles  
Analyze the feasibility of an idea and make decisions using weighted factor model  
Develop a Work Breakdown Structure and create a project schedule  
Calculate the critical path and float within a project schedule  
Monitor project cost and schedule, and develop strategies to manage project risks  
Create plan and sample reports to communicate project status to stakeholders

## Materials and Resources

Videos: TED talks and tutorial videos  
Workshop activity materials  
Templates  
Resources from Enactus Canada  
Enactus Project Management Course (self-paced)

## Enactus Project Management Course Outline

### **Ideas: Seldom Appear When You Need Them**

Brainstorming/game storming  
Mind map  
17 goals for sustainable development

### **Feasibility: I Have a Dream Which Could Come True**

Market research  
Business canvas

Decision making technique

Needs assessment

### **Project Management Fundamentals: Know the Principles and Get It Right**

What is a project?

The four-stage project lifecycle

One reason why projects go wrong

Terminology used in project management

### **Project Definition Stage: The Vital Foundation to Your Success**

Defining your project: goals and objectives

Understanding project scope

Dealing with scope creep

### **Project Planning Stage: Failing to Plan = Planning to Fail**

Stakeholder analysis

Milestones are your best friends

The work breakdown structure

The Gantt Chart

Risk identification/analysis

Strategies for managing risks

Risk register/risk log

Contingency

Calculation: return on investment (ROI); average rate of return; payback period

### **Project Delivery Stage: Don't you Love It When a Plan Comes Together!**

The three essentials of leading your team

Project Status – Project is on track or at risk

## **Project Closure Stage: Deep Sigh - You're Nearly Done**

Lessons learned

Documentation for further reference

### **Workshop Sessions**

Project Management Intro (Board Game)

Project Plan Development Part 1 (WBS, Scheduling)

Project Plan Development Part 2 (Budgeting, Getting funds)

Leadership Development

Project Monitoring