

# Training program 2021

## Circular Project Management – 5 days

*(Method developed by Prefix, which can be applied in an agile way, predictive way or a mix)*

### **Day 1 : Methods & Project definition**

Triple constraint, agile & predictive methods, project charter

### **Day 2 : Requirements management & Scheduling**

Requirements specification, WBS, network diagram, schedule

### **Day 3 : Costs management & Risks management**

Budget, cashflow plan, risk register

### **Day 4 : Project direction & Project closure**

Meeting plan, dashboard, showstoppers management, project closure

### **Day 5 : Training integration**

Presentation of personal work, intervision, FAQ

### **Prerequisite**

None, the training is aimed at anyone who wants to improve or learn a simple, pragmatic and universal project management method.

## Agile Project Management – 1 day

Introduction to the agile method, product backlog, phases plan, iteration plan, retrospective

### **Prerequisite**

The training is aimed at people who have experience with or are trained in a predictive project management method.



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## Collaborative Team Management – 1 day

Introduction to agile organizations, intention circle, election without candidate, tension management, decision by consent, poker planning

### Prerequisite

None, the training is aimed at people who want to discover collaborative team management tools and the power of collective intelligence.

## The Basics of Merlin Project – Online – 0.5 day

Configuration of Merlin, tasks entry, dependencies, resources assignment, project progress, display customization

### Prerequisite

Have access to a Merlin Project licence and Skype account.

## Trainings in-house

Each training is given in your organization, in French or English.  
Please contact Prefix for an offer and to reserve dates.

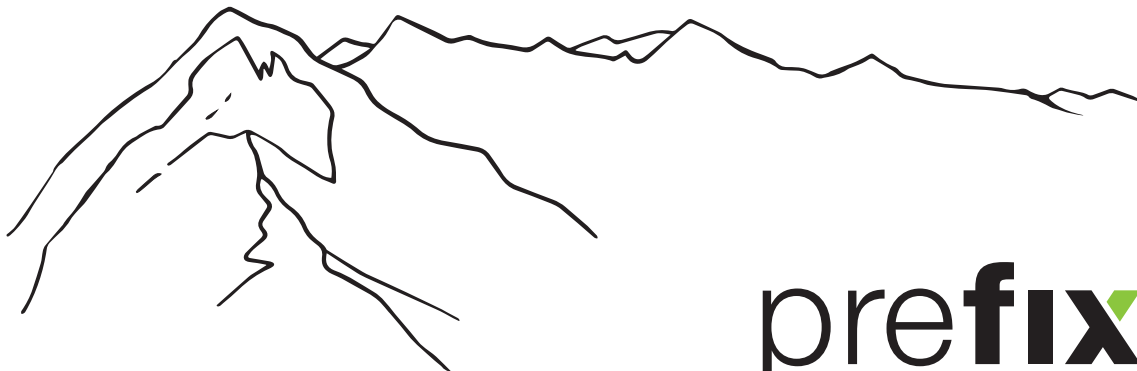
Individual trainings are given only in French.  
To see the dates of the sessions, please see the French training program.

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*« The trainings are based on a large work experience in different fields and are greatly inspired by the principles of collective and emotional intelligence. »*

*The theoretical part is enriched with numerous sharings, case studies and exercices based on real projects Prefix participated to, like Solar Impulse, the Tour de Romandie and many others. »*

Philippe Lauper  
Project guide and FSEA certified trainer / January 2021



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