

Workshop programme

Project management for young scientists

Taking off as a project pilot

20 May 2010, 8.00 – 16.00

Leibniz Institute of Ecological and Regional Development [IOER], Dresden, Dresden Leibniz Graduate School [DLGS]

Trainer: Dr. Simon Golin, GOLIN WISSENSCHAFTSMANAGEMENT, Hamburg

8.00 – 9.30	Welcome & introduction Introductory round
	Evaluation of my projects <ul style="list-style-type: none"> >> What is a project? >> What are my projects? <i>Individual work</i>
9.30 – 9.45	<i>Coffee break</i>
9.45 – 12.00	The basics of project management: From design to completion of a project <ul style="list-style-type: none"> >> Setting objectives for my project >> Tasks involved in leading a project >> The four phases of project management >> My project structure plan <i>Individual work</i>
	How to handle the unforeseen: Strategies for dealing with difficulties <ul style="list-style-type: none"> >> Anticipating risks & protecting against risks >> First aid-kit for projects <i>Group work</i>
12.00 – 13.00	<i>Lunch</i>
13.00 – 14.00	Projects in the higher education sector: What are the idiosyncrasies of academia?
	Strengthen your strengths! <ul style="list-style-type: none"> >> How can I exploit the strengths of my project? >> P³R: Preventative project PR
14.00 – 14.15	<i>Coffee break</i>
14.15 – 16.00	Stakeholder analysis: Where do I find support for my project? <i>Work in pairs</i>
	Summary & evaluation of the workshop <ul style="list-style-type: none"> >> My next steps: What are my plans for the near future? >> Unanswered questions