



# Project Management for the Unofficial Project Manager™



With innovation happening more than ever, the new agile project economy requires more and more people across organizations to manage projects successfully. The problem is very few people receive formal training on how to do it.

No wonder 65% of all projects fail\* each year!

With best practices from agile and waterfall project management, learners will be equipped with the mindset, skillset, and toolset to engage team members who may or may not report to them in a way that inspires them to volunteer their best efforts.

## SUCCESS VALUE + PEOPLE + PROCESS

Success starts with the core agile principle of value—a project must deliver value to an organization. Once value is established, it is people who make projects successful through a consistent process.

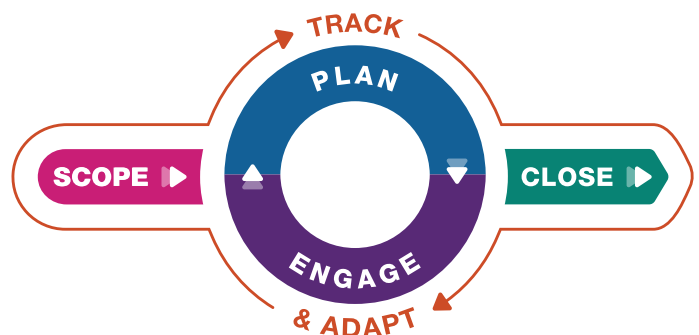
*Project Management for the Unofficial Project Manager™* builds learner's confidence to consistently start and finish high-value projects on time and with quality.

| Objective  | Outcome   |
|--|---|
| Model five leadership behaviors to keep teams engaged and accountable for results. | Build strong informal authority that inspires project teams to consistently volunteer their best efforts.     |
| Optimize five fundamental project phases to setup projects for success.            | Utilize a consistent process to start and finish high-value projects on time and with quality.                |
| Create shared expectations with key stakeholders.                                  | Influence and engage others to define a clear project scope including clear deliverables and risk strategies. |
| Adapt to change with flexibility and agility.                                      | Model openness and agility to apply proactive change management and deliver high-value projects.              |

**Informal Authority Behaviors**



**Project Phases**

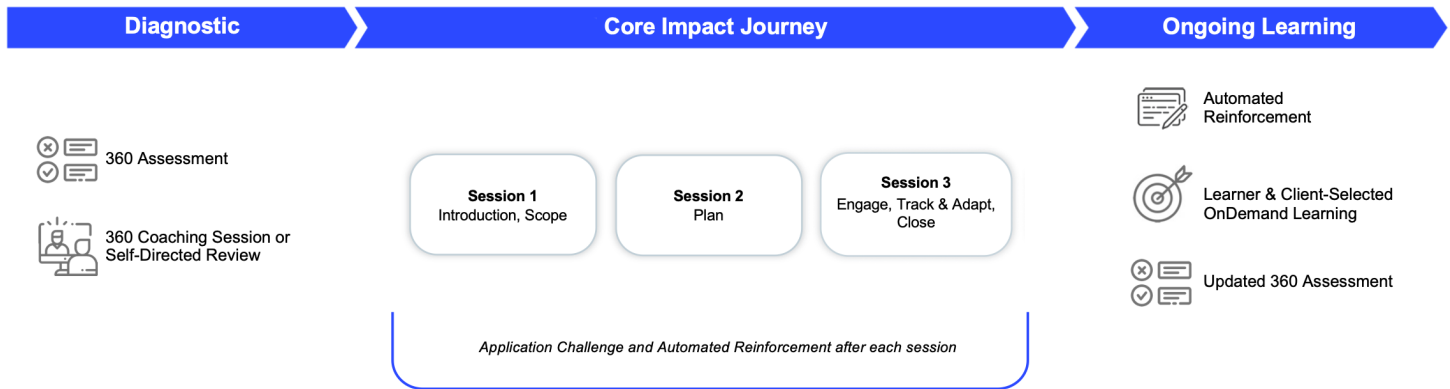


### Delivery Options

*Project Management for the Unofficial Project Manager* consists of three sessions and is available in multiple learning modalities including:

| Live In-Person Outline | Live-Online Outline      | OnDemand Outline         |
|------------------------|--------------------------|--------------------------|
| Three 2-hour sessions  | Three 90-minute sessions | Three 30-minute sessions |

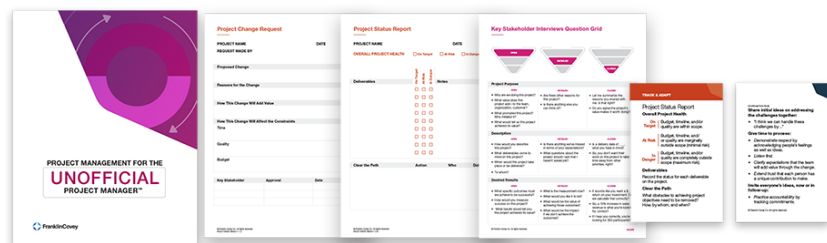
## Example Impact Journey



| Session  | Participants will be able to:   |
|--|---|
| <b>Session 1:</b> Foundation, Scope            | <ul style="list-style-type: none"> <li>• See the importance of the unofficial project manager role in today's world.</li> <li>• Establish reasons why projects fail.</li> <li>• Understand the success formula, key informal authority behaviors, and process phases based on best practices of "waterfall" and "agile" project management.</li> <li>• Identify, gain access to, and interview key stakeholders.</li> <li>• Create a unified and accurate scope statement.</li> </ul> |
| <b>Session 2:</b> Plan                         | <ul style="list-style-type: none"> <li>• Identify, prioritize, and plan a risk strategy.</li> <li>• Understand the components of the work breakdown structure.</li> <li>• Have confidence to try a project management software that enables more strategic project management.</li> </ul>   |
| <b>Session 3:</b> Engage, Track & Adapt, Close | <ul style="list-style-type: none"> <li>• Create a cadence of accountability to keep project teams engaged.</li> <li>• Simply document project status.</li> <li>• Manage scope change.</li> <li>• Document lessons learned and celebrate to prepare for future successful projects.</li> </ul>   |

## Product Components

- Participant Guide
- Pocket Card Set
- Tools



## Project Management Institute (PMI)

FranklinCovey is a member of the Project Management Institute (PMI) Authorized Training Partners (ATP) Program. We offer training to satisfy the project management education requirement for PMI Certifications as well as Professional Development Education units (PDUs) needed by PMI credential holders.



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\* Nieto-Rodriguez, Antonio. "The Project Economy Has Arrived." Harvard Business Review, 14 Nov. 2021.