BIOTECH/PHARMA PROJECT MANAGEMENT TOOLKIT

The Biotech/Pharma Project Manager's Toolkit teaches managers how to be more effective in meeting project goals. The sessions will cover project management topics as they relate to Biotech/Pharma, including project planning and monitoring, as well as relevant people skills. Industry specific examples, tools, and topics will be woven into the curriculum as students work on real-world projects aligned with organizational strategic initiatives.

TOOLKIT BENEFITS

- Fully supported training program that can be custom-designed to meet your company's needs
- Correctly draft project scope, objectives, charter, and development of requirements
- Develop the ability to build a work breakdown structure (WBS) and responsibilities assignment matrix (RAM)
- Learn proper use of earned value project management and critical chain project management
- Understand the guiding principles of leadership and the impact of culture, location, and age on teams
- Satisfies the Project Management Institute's PMP Certification educational requirement

KEY PROGRAM TOPICS

- Introduction to Project Management
- Project Initiation
- Project Planning
- Managing a Project
- Project Control and Monitoring
- Leadership in Project management
- Team Building in a Multi-Layered Environment

LEARN MORE

Corporate Education and Custom Training
(858) 534-9355 | corped@ucsd.edu

extendedstudies.ucsd.edu/custom-programs

UC San Diego
EXTENDED STUDIES

PUT THE POWER OF UC SAN DIEGO EXTENDED STUDIES TO WORK FOR YOU

Every successful organization needs skilled workers and an evolving pipeline of talent to draw from to keep pace with a quickly changing workplace. When a company makes education a top priority, everyone wins. Employees are more skilled and confident. Teams perform better. Organizations increase the capacity and value of their workforce when employees become more intuitively and analytically competent.

UC San Diego Extended Studies custom training empowers workforces and helps businesses identify organizational skills gaps creating a tactical training plan to fill them.

Some of San Diego's most successful companies use customized training from UC San Diego Extended Studies to inject their organization with concise, up-to-date competencies that help them reach their goals faster and smarter than their competitors.

ADDITIONAL INFORMATION

- Ten 4-hour sessions equal to 4 CEU's that may be used for maintaining credentials or licenses
- Course credit may be applied toward our Professional Certificate in Project Management
- Pricing varies with # of participants and electives chosen, includes materials (minimum of 15 recommended)
- Provides Professional Development Units (PDU's) for existing PMP's
- Program delivery options include onsite, on campus, online or hybrid

ABOUT UC SAN DIEGO DIVISION OF EXTENDED STUDIES

- Extended Studies is the Continuing Education and Outreach arm of UC San Diego serving local and international communities
- UC San Diego is ranked among the world's top universities
- Over 25 years of success with Toolkits in Engineering, Leadership, and Project Management
- All courses, programs, and instructors meet rigorous UC San Diego academic requirements
- Staff and instructors can assist in performing a Training Needs Analysis to ensure all instruction is applicable and deliverables are met

LEARN MORE

UC San Diego
EXTENDED STUDIES

Corporate Education and Custom Training
(858) 534-9355 | corped@ucsd.edu
extendedstudies.ucsd.edu/custom-programs

CORPORATE TRAINING BENEFITS

Private: Offered exclusively to organizations for their employees

Custom: Curriculum tailored to the challenges of each organization

Turnkey: Extended Studies will handle administrative details from beginning to end

Flexible: Schedule, Location, and Delivery are customized for each cohort's needs

Cohesive: Employees learn new skills and develop a common language together

Proven: 1000's of professionals apply our training in their organizations yearly

OUTLINE OF INSTRUCTIONAL TOPICS

Introduction to Project Management and Link to PMI Areas of Knowledge
- Overview of project management
- Link to project management institute
- Selection of project for applied learning during series

Project Initiation Phase
- Project scope, objectives
- Charter
- Life cycles
- Requirements development

Project Planning/Part 1
- Developing the plan
- Building the work break down structure (WBS)
- Building the responsibilities assignment matrix (RAM)
- Risk management

Project Planning/Part 2
- Estimating time and cost
- Scheduling

Managing a Project
- Project crashing (acceleration)
- Project reporting and status
- Change management & scope control
- Project kick-off

Project Control and Monitoring
- Tracking & correcting project performance (Cost/Schedule/Performance)
- Earned value project management
- Critical chain project management

Leadership in Project Management
- Guiding principles of leadership
- Leadership in project management
- Specific issues in a matrix organizations
- Managing technical staff

Team Building in a Multi-Layered Environment
- Evolution of the project team
- Task and process – stages of development
- Impact of culture, generation, gender, location
- Accelerating the development of project teams

Elective Session (Select one from the following)
- Communication styles
- Presentation skills for project managers
- Giving constructive feedback and managing interpersonal conflict
- Risk analysis, problem solving , decision-making
- Managing virtual or multi-site teams
- Visual process flow

Project Close-Out and Other PMBOK Topics
- Project procurement management
- Project quality management
- Project close-out
- Lessons learned and project inputs of evaluation