



Training of Beneficiaries of the programme

Introducing Project Management

Advanced Level

28 January 2022

Venue: Zoom meetings 9-14 CET

08.45-09.00	Zoom and Miro opens
09.00-10.20	Welcome and introduction Change Management <ul style="list-style-type: none"> ○ Theory of change: project logic re-visited ○ Find and identify stakeholders and partners: CPIG segmentation model and RADAR ○ ADKAR
10.20-10.30	Coffee break
10.30-11.30	Work Breakdown Structure <ul style="list-style-type: none"> ○ The logic of planning ○ WBS-Development ○ Work packages that support change management
11.30-12.30	Lunch
12.30-14.00	Budget and resources <ul style="list-style-type: none"> ○ Linking WBS with budget <ul style="list-style-type: none"> ▪ Top down vs bottom-up budget planning ▪ Different dimensions of a project budget <ul style="list-style-type: none"> ● WP budgets, individual partner budgets, spending plan, etc. ○ Rules and regulations in EU-funded projects <ul style="list-style-type: none"> ▪ Eligible and ineligible costs ▪ Budget lines ▪ Reporting periods Digital collaboration in projects Checkout!