

FURTHER EDUCATION | WORKSHOP

Project management - focus on science

Instructor: Dr. Dennis Kirchberg, FAU Erlangen

Date & Time: Monday, November 15, 2021, 09:00 a.m. to 5:00 p.m. (s.t.)
Tuesday, November 16, 2021, 12:00 a.m. to 4:00 p.m. (s.t.)

Place: Online via Zoom (details will be announced to course participants in time)

Registration: To register, please send an email to weiterbildung@lifbi.de by **November 01, 2021**. Registration is mandatory. The number of participants is limited to 12.

Short outline

Projects are increasingly defining the everyday working life of employees of German universities and research institutions. Both the complexity of these projects and the requirements of external funding bodies are rising noticeably. Many jobs, such as participating in third-party funded programs in research and education, the planning of (joint) research projects or complex tasks in management and administration, can only be managed well in decent project structures. In order to solve the problems that arise, to lead scientific teams on schedule and to design scientific projects in line with the market, unstructured workflows must be organized in processes and implemented as projects through consistent planning and control.

The workshop is mainly aimed at staff of LifBi and University of Bamberg working in or with scientific projects. In case of any vacant places, it is open to anyone interested.

Topics covered

1. Developing Projects

- Practical and compact introduction to the methods of project management
- Define SMART project goals
- Clarify project framework conditions
- Stakeholder management
- Identification of critical success and risk factors

2. Planning Projects

- Organizational structure and roles in projects
- Project planning in activities, products and milestones

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- Network plan technique and critical path
- Risk management
- Communication in projects

3. Executing Projects

- Special aspects of projects in universities and science
- Start projects successfully
- Project management and digital control
- Agile project management with SCRUM and Kanban

4. 4. Finishing Projects

- Project completion and handover
- Project evaluation

About the trainer

Dr. Dennis Kirchberg is head of the “Research Management and Promotion” team at the Faculty of Law and Economics of Friedrich-Alexander University Erlangen-Nuremberg. He has several years of experience as seminar leader for project management, third-party funding and in project development. He studied business administration in Freiburg, Denpasar and Nuremberg. He holds a Doctorate and MSc in business education and has extensive project experience in business, science and administration.