



Project Management for Learning Professionals

Elevate your project management skills with this comprehensive course tailored specifically for learning professionals! Designed to address the unique challenges of L&D projects, this course equips participants with practical strategies for setting expectations, managing teams, tasks, and resources effectively using accessible tools. From foundational knowledge and planning essentials to tool automation and scenario-based exercises, you'll gain the confidence and skills needed to lead successful learning projects of all sizes from start to finish.

Course Summary

This course is designed to equip learning professionals with essential project management skills tailored to the unique demands of learning and development (L&D) projects with distributed teams. Participants will learn how to navigate project complexities, set expectations, assemble and manage teams, manage tasks, track and automate activities using low/no cost tools, and drive project success.

Benefits

- Designed for learning professionals who manage projects of all sizes.
- Tactical and practical skills and insights that drive project results.
- Best practices, tools, and templates to increase efficiency and scalability.

Jointly offered by:



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Audience

This course is ideal for any learning professional who manages L&D projects in their organization.

- Diverse and distributed teams and stakeholders.
- Individuals responsible for managing projects of all sizes, using internal or outsourced teams with one-to-many deliverables.

Who should attend?

- Instructional Designers and Learning Developers
- Learning Professionals and Consultants
- L&D Departments of One
- Educational Technologists

Course Topics

- What you need to know as a Learning PM.
- Getting Started – Setting the Stage for a Successful Project.
- Technology and Tools for Project Management.
- Supporting Your Project & Activating Team Commitment.
- Bringing it All Together – Scenario-Based Exercises.

What You Get

- Understand and apply strategies for managing the unique challenges of L&D projects.
- Apply project management phases and principles to L&D projects of every size.
- Develop the skills required to plan and manage project tasks, resources, and communications.
- Develop a consistent project management approach utilizing accessible tools.
- Navigate team and stakeholder communication and collaboration to quickly identify potential derailers.

Delivery Options

In-Person/Onsite

- One (1) – four (4) hour classroom session.
- Printed – Participant Guide and Job Aids.
- Asynchronous Post-Session Drip Learning content.

Virtual

- Three (3) – one and a half (1.5) hour virtual sessions delivered over 3 weeks.
- 4.5 hours total.
- Digital Materials – Participant Guide and Job Aids.
- Asynchronous Post-Session Drip Learning content.

For more info, visit:



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