

PROJECT MANAGEMENT SKILLS & TECHNIQUES

- Using Social Media to Build Effective Networks in Business, Education and Government Communities
- Problem Solving in Team Environment
- WoW* Training of Trainer

Venue: Total Management Services, Kamalpokhari, Kathmandu

Workshop 1:

Using Social Media to Build Effective Networks in Business, Education and Government Communities

Friday May 27, 9:00-12:00

Overview

The best way for organizations to understand the power of social media is to build a network and actually use it. This workshop is hands-on, therefore, each participant required to work online individually or in small groups, preferably on their own personal notebooks. Each participant will walk away with an operational social networking website. Tools used in this workshop are free of charge: Skype <http://skype.com> – Ning <http://ning.com> – Facebook <http://facebook.com> – Google Reader and Google Analytics at <http://gmail.google.com> – Twitter <http://twitter.com>

Objectives

1. Participants will learn how to define a social constituency. Who is to be served? How does this group fit into the organization's products and services? What organizational development must occur to accommodate the new community?
2. Participants will implement a live Ning website to service this constituency, integrating communication tools and existing media such as Facebook, Twitter, LinkedIn, and other social media applications.
3. Participants will learn how to repurpose existing corporate content for the new online community, including commercially available news feeds.
4. Participants implement "group résumé" to control fragmentation, messiness, and triviality normally associated with social media.
5. Participants will be invited to join participants from other workshops in a community of practicing community builders.

12 Social Networking Tools that Change Everything (a la carte)

- Member Directories – One click access to details and relationships.
- Profile/Resume/Interests/Reputations – Access to member history.
- Member to Member Patterns – Replacing org charts with actionbases.
- Categories & Tabs – Classification is the mother of focused services.
- Custom Searches – Searches defined by specific organizational needs.
- Cross-Group Calendars – Day, Week, Month and organization at a Glance.
- RSS Syndicated Group Activities – coordinated content across communities.
- Group Readers – Tell me about it only if it has changed.
- Community Analytics – Cut guesswork! Empirically speaking, what's doing?
- Skype Communications – Free intelligent history, categories and groups.
- Desktop Sharing – My desktop is your desktop.
- Local Trading Exchanges – Compensation based on barter & local currencies.

About Dr. Les Squires



His middle name is Collaboration. Serving for 15 years on the 32,000 member Boston Computer Society, and having headed a Boston-based application development company for 25 years, he blends what makes for successful information technology projects and successful organizational development. Clients served include Microsoft, IBM, Massachusetts DOE, Dynamics Research Corporation, New England Telephone, Parker Brothers, SAAB, Disney, LoJack and many more. Squires believes that the dialogue is a company's most valuable asset.

Reviews on his previous workshops

Global – International Project Management Association (IPMA)

"Les Squires is the greatest collaborative expert we have worked with, an important distinction in the disciplines of Project and Program Management, where success depends on our ability to communicate—even when not face-to-face.

We admire his talents so much that we recruited him for asapm, and have tapped his insights in improving member communications. Following that, we nominated Les for a key role in IPMA's Research Management Board, where he has had a significant impact in improving communication and collaboration worldwide.

Not only that, but Les is a great guy, an inspiration to work with, and bright and compassionate all at once!" – Stacy Goff, President of asapm (IPMA, USA).

India – Medinet Ventures Pvt. Ltd.

"For Orange Cross (www.orangecross.com), my healthcare services company, I wanted to create a platform for patients/caregivers and doctors to interact on specific topics. I was made to believe that creating an interactive, knowledge sharing platform would take months of work and would cost a lot. That is when Les introduced us to the power of NING. It provided us a platform to create content and interaction portals just as we would have loved it to be. In fact, some of the features of this platform, which initially seem restrictive, actually end up helping you bring discipline and focus into your offering on this platform. Thank you Les for introducing us to NING and thank you team NING for building this wonderful platform that, we believe, has the potential to fundamentally change the way information is exchanged and documented. . . His role as an inspiration, evangelist, mentor and supporter means a lot to someone like me. . its one thing to know about NING. . it's quite another for someone like him to make the time and spend the day with us. . the impact is completely different – Prajakt Raut, President, Medinet Ventures Pvt. Ltd.

Workshop 2:

Problem Solving in Team Environment

Friday May 27, 13:00-16:00

As project managers and project team members we work with others in teams; and we will inevitably face some problems. In this workshop, we will focus on methodologies to help us handle these as a team.

Workshop has two parts and participants will be working in teams. In the first hour, we will step into our PM laboratory and make some discoveries. In the following two hours, we will try to manage a construction project.

The workshop is aimed to inspire participants about problem solving in team environments while having fun. We will also be touching on PM soft skills like teambuilding, leadership, and communication. Moreover, participants will have a chance to use their presentation skills.

About Fahri



He is a Turkish Project Manager and a PM Soft Skills trainer for over six years. He also designs, creates games and events for different purposes. He studied Systems Engineering and Strategic Project Management and is inspired from "Human" in projects. He is feeding his knowledge from any kind of disciplines, dance, outdoor sports, photography, martial arts, social works, search and rescue, etc.

In his trainings he is using mostly games and trying to create an environment for applicants to use, develop their soft skills via awareness. He continues his academical career in Berlin by making a PhD in Cross Cultural Complex

Projects program about leadership. He is also a member of Coaching for Development, coaching platform and an active rescuer in AKUT search and rescue association.

Workshop 3:

WoW* Training of Trainer

May 29 - June 1, 9:00-5:00

Project deliverable: A successful training

To know something very well does not make us good trainers. We know our projects better than anybody and we know ourselves better than anybody but are we able to deliver what we know?

Being able to transfer knowledge requires different skills and techniques. In these four days, we will focus on training techniques including presentation skills. We will enhance our knowledge about trainings. We will consider it as a project and will focus on it from project idea to closure.

This training program is for those who want to deliver better trainings and presentations. Our aim is to create self-developing trainers and presenters for the future.

*** World of Workshops**

WOW | World of Workshops is an international group of six WOW trainers and entrepreneurs coming from different academic backgrounds and professional experiences who believe in co-creation, and the dynamics and enrichment of multidisciplinary, such as fun and respect as the engine to creative team work.

We come from the same school, the IPMA – International Project Management Association – a non-profit organisation that represents more than 50 National Member Associations, and we are basing our trainings on the 46 essential competences from IPMA's body of knowledge, the International Competency Baseline (ICB v3).

For more information, please visit: www.worldofworkshops.org

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