

LBG Career Center

Syllabus

Event Skills Training “Basics of Project Management”

Speaker Rainer Svacinka

PM Mareike Kerschbaum

Time May 5 & 12, 2023, 9:00 am – 12:30 pm

Place Zoom

Language English

Agenda

Day 1 (May 5, 2023)

| WHEN | WHAT | HOW |
|---------------|--|------------|
| 09:00 - 11:00 | Check-In Brief introduction of participants Project Management Basics I: Project Planning <ul style="list-style-type: none"> • Project management methodologies • Work package design • Deliverables and Milestones for project controlling | Input |
| 11:00 - 11:10 | Break | |
| 11:10 - 12:30 | Introduction to Project Canvas <ul style="list-style-type: none"> • Overview of alternative method Project Canvas • Assignment to groups for mini-project | Input |
| Homework | Prepare Project Canvas Group Presentation | Group Work |

Day 2 (May 12, 2023)

| WHEN | WHAT | HOW |
|---------------|--|-----------------------------------|
| 9:00 - 11:00 | Check-In Brief presentation of PMA – Project Management Austria certification (Geschäftsstellenleiter Alexander Vollnhofer) Group Discussion of 3 Projects (20-30 minutes each): <ul style="list-style-type: none"> • Each group to present their project canvas to the other groups • Questions and feedback for each group | Interactive discussion & feedback |
| 11:00 - 12:15 | Conversion of Project Canvas into other project plans | Input |
| 12:15 - 12:30 | Training Feedback and Q&A | |

Max. 15 participants

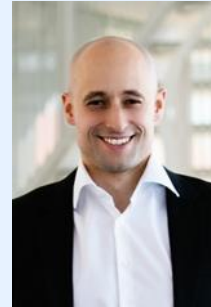
Speaker

Rainer Svacinka, MSc

CEO Sumo Technologies GmbH

Core competencies: Research project management, European and national research funding schemes (Horizon 2020, Erasmus+, European Commission Framework Programs)

Contact: rainer@sumo-technologies.com



Profile

- Since 2020 COO of Presto Tech Hub (start-up Investments)
- Since 2018 Founder & CEO at Sumo Technologies, GmbH
- Since 2018 Lecturer on Research Project Management at the FH Campus Wien and University of Vienna
- Since 2015 Project Manager at University of Natural Resources and Life Sciences Vienna (BOKU)
- Since 2013 Self-Employed Project Manager and Consultant for national and international research and educational projects
- 2010 IPMA Certified Project Manager
- Coach in the IPMA Coaching and Mentoring Program
- Evaluator for the Young Project Manager Award in Austria
- Current projects include: several Erasmus+ projects & ASKFOOD Knowledge Alliance
- MSc in food and biotechnology from University of Natural Resources and Life Sciences Vienna