

## LBG Career Center

### Syllabus

<b>Event</b>	Skills Training “Project Management BASICS for Research Projects – From theory to practice”
<b>Speaker</b>	Rainer Svacinka
<b>PM</b>	Mareike Kerschbaum
<b>Time</b>	June 7 & 14, 2024, 9:00 am – 12:30 pm
<b>Place</b>	Zoom
<b>Language</b>	English

### Agenda

#### Day 1 (June 7, 2024)

WHEN	WHAT	HOW
09:00 – 11:00	Check-In Brief introduction of participants Project Management BASICS I: Initial Project Planning – Learning from the Big Projects, applying for the small projects <ul style="list-style-type: none"> <li>• Project management methodologies</li> <li>• From Idea to Objectives to Work Breakdown structure</li> <li>• Project roles and responsibilities</li> <li>• Real life project examples</li> </ul>	Input
11:00 – 11:10	Break	
11:10 – 12:30	Introduction to Project Canvas <ul style="list-style-type: none"> <li>• Overview of alternative method Project Canvas</li> <li>• Assignment to groups for mini-project</li> </ul>	Input/Groupwork
Assignment	Prepare Project Canvas Group Presentation	Groupwork

#### Day 2 (June 14, 2024)

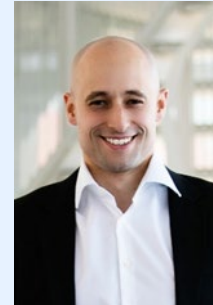
WHEN	WHAT	HOW
9:00 – 9:20	Check-In <ul style="list-style-type: none"> <li>• Brief Introduction to PMA Project Management Austria (member of the IPMA) towards Project Management certification</li> </ul>	Input
9:20-11:00	Group Discussion of Mini-Projects (~15 min each): <ul style="list-style-type: none"> <li>• Each group to present their project canvas to the other groups</li> <li>• Questions and Feedback for each group</li> </ul>	Interactive discussion & feedback
11:00-11:15	Break	
11:15 – 12:00	<ul style="list-style-type: none"> <li>• Conversion of Project Canvas into other project plans</li> <li>• Open requested presentation topics</li> <li>• Prepared topics:               <ul style="list-style-type: none"> <li>○ Project Management Tools</li> <li>○ Project Risk Management</li> <li>○ Time Management</li> </ul> </li> </ul>	Input
12:15 – 12:30	Q&A, Training Feedback	

## Speaker

### Rainer Svacinka, MSc

#### CEO Sumo Technologies GmbH

**Core competencies:** Research project management, consulting and training, European (Horizon Europe, Collaborative Projects, ERC, EIC Pathfinder and Accelerator, WIDERA, Erasmus+, ) and national (FFG, FGF, SFG, VBA, ESA BIC) research funding schemes



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#### Profile

- Since 2020 Founder and COO Presto Tech Start-up accelerator
- Since 2018 Founder & CEO at Sumo Technologies, GmbH
- Since 2018 Lecturer and Trainer on Research Project Management at the FH Campus Wien and University of Vienna
- 2015 - 2021 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
- MSc in food and biotechnology from University of Natural Resources and Life Sciences Vienna