



MIME Solutions – Training Courses

Training Course	Description	Who should attend
C. PROJECT, PROGRAMME AND PORTFOLIO MANAGEMENT		
C.1 Project Management Toolkit <i>(this course has a reference text book which has been written by Trish Melton, Managing Director of MIME Solutions)</i>	Introduction to a basic project management toolkit containing a variety of tools and techniques which ensure that the organisation delivers sustainable business benefits from the successful delivery of capital and change projects.	Personnel involved in any kind of project delivery, be it business change, financial or capital projects.
C.2 Introduction to Programme Management	Introduction to the theory and practice of programme management	Those moving into programme management roles from project management roles
C.3 Setting up a Project Portfolio	A practical session on how to define, set up, launch and manage a new project portfolio.	Those moving into portfolio management roles from project or general management roles
C.4 Project Management within a Pharmaceutical Environment	A course which looks at how project management tools and techniques can be used within the regulated pharmaceutical environment to support compliance to regulation requirements	Experienced project managers moving into the pharmaceutical industry
C.5 Advanced Project Management	Introduction to a wide variety of “best practice” tools which build on from the basic skills and knowledge which determine successful project management. Examples of subjects covered are: theory of constraints, agile project management, earned value, benefits management, etc	Experienced project managers wanting to further develop their project management skills and knowledge
C.6 Project Delivery Planning <i>(this course has a reference text book which has been written by Trish Melton, Managing Director of MIME Solutions)</i>	Introduction to a wide variety of advanced project delivery planning skills and knowledge which build on the basic planning skills introduced in Project Management Toolkit	Experienced project managers wanting to further develop their project management skills and knowledge