

TIME	MODULE	AS A RESULT OF THIS WORK SESSION, PARTICIPANTS WILL HAVE WORKED ON THEIR OWN PROJECT AND BE ABLE TO:
DAY 1 8:30 a.m. – 9:40 a.m.	FOUNDATION	<ul style="list-style-type: none"> • Understand that consistent project success depends on processes and people. • Implement four foundational behaviors that inspire their team members to execute with excellence.
DAY 1 9:40 a.m. – 1:40 p.m.	INITIATE	<ul style="list-style-type: none"> • Identify their project’s stakeholders. • Establish clear and measurable project outcomes. • Create a well-defined project scope statement.
DAY 1 1:40 a.m. – 4:30 p.m. DAY 2 8:30 a.m. – 1:00 p.m.	PLAN	<ul style="list-style-type: none"> • Identify, assess and manage project risks. • Create a realistic and well-defined project schedule.
DAY 2 1:00 p.m. – 2:25 p.m.	EXECUTE	<ul style="list-style-type: none"> • Hold team members accountable to project plans. • Conduct consistent team accountability sessions.
DAY 2 2:25 p.m. – 3:20 p.m.	MONITOR & CONTROL	<ul style="list-style-type: none"> • Create a clear communication plan around their project that includes regular project status reports and project changes
DAY 2 3:20 p.m. – 4:30 p.m.	CLOSE AND COMMITMENTS	<ul style="list-style-type: none"> • Reward and recognize the contributions of project team members. • Formally close a project by documenting lessons learned.