

Academic Project Management

Training plan

Day 1 – Introduction to Project Management

09:00 – 10:30	<ul style="list-style-type: none"> - Presentation of the trainer - Presentation of the participants - Expectations - Presentation of the training program - Administrative aspects
10:30-10:45	Coffee Break
10:45-12:30	- Presentation of the universities of the participants
12:30-13:30	Lunch Break
13:30-15:00	<ul style="list-style-type: none"> - Main elements that make up a project - Identifying project opportunities

* Evening recommendation: Taste the local artisanal beers @ Bereta Taproom & Bottleshop
// Listen to some vinyl @ Viniloteca

Day 2 – Planning tools

09:00 – 10:30	<ul style="list-style-type: none"> - Gantt Chart - Drafting the Gantt chart of a given project - Action Priority Matrix
10:30-10:45	International Coffee Break
10:45-12:15	<ul style="list-style-type: none"> - SWOT analysis presentation - Drafting the SWOT analysis
12:15-13:00	Lunch
13:00-15:00	- Project Canvas

* Evening recommendation: Visiting the Village Museum before 6 pm // Visiting the Arts Museum before 6 pm



European Academy
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Timisoara, Romania
+40 721 305 948
hello@erasmus-training.eu
www.erasmus-training.eu

Day 3 – Cultural Immersion

First 10.000 steps

10.00 – Meet & Greet your guide
10.00 – 12.15 Walking City Tour #1 (700 Market, Jewish Quarter, Liberty Square, St. George Square, Union Square, Victory Square)
12.50 – 13.50 **Museum of The Revolution**
14.00 – 15.30 *Traditional Romanian Lunch*
15.30 – 16.30 Walking City Tour #2 (Fabric District)

Next 5.000 steps

16.30 – 17.00 visiting the Faber Cultural Center
17.00 – 17.20 **Boat trip**
17.20 – 18.00 Walking City Tour #3 (Elisabetin District)
18.20 – 18.50 **Communist Consumer Museum**
18.50 – 19.00 – Tram ride to Liberty Square
19.00 - *Dinner*

Day 4 – Communication and Dissemination

09:00 – 10:30	<ul style="list-style-type: none"> - Stakeholder analysis - Communication Plan with stakeholders
10:30-10:45	Coffee Break
10:45-12:15	<ul style="list-style-type: none"> - The importance of dissemination - Dissemination elements
12:15-13:00	Lunch Break
13:00-15:00	<ul style="list-style-type: none"> - Dissemination Tools & Channels - Building a dissemination plan

* Evening recommendation: Hidrocycle on Bega // *Fără filtru* Rock Concert @ Manufactura, starting at 8 pm, free entrance

Day 5 – Budgeting, Monitoring & Agile Project Management

09:00 – 10:30	<ul style="list-style-type: none"> - Typical eligible costs - Typical non-eligible costs - Things to consider when budgeting - Preparing the budget of a project
10:30-10:45	Break
10:45-12:15	<ul style="list-style-type: none"> - Logical Framework Matrix - What is monitoring? - How do we do a successful monitoring?
12:15-13:00	Lunch Break
13:00-15:00	<ul style="list-style-type: none"> - Agile Project Management - Feedback session & Graduation

* Evening recommendation: Movie night @ Iulius Town // Opera Night



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Dinners will be @ Jack's Bistro at 7 p.m.



Don't miss:

- the Museum of the Communist Consumer
- the Arts Museum
- the Village Museum
- a Spa day
- Kayaking on Bega river
- Visiting Recas Winery
- Gelato di Bruno ice cream
- Iulius Town
- Opera night

The training plan is subject to change based on the needs and expectations of the participants.

The social activities recommended for each day are optional and will be updated one week before the start of the training.