GRUNDIG AKADEMIE:
Our courses at a glance

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Fundamentals of Project Management

Projects have nowadays become the key for companies innovation and change, so investing in project management can bring greater profits to the enterprise. However, projects are complex and pose unique challenges, which means developing staff skills, adopting best practices and increasing collaboration across business units.

This training will prepare you with project management methodologies, identify the tools needed to execute each phase of a project, and ultimately develop more effective project management behaviors according to the Project Management Institute (PMI) standards.

Developing your knowledge in projects using solid project management skills, your efforts will help you to be more successful - whether it's the performance of a large organization, your career development, launching a new business, or even your personal Life project!

Target Group

▌ Leaders, staff and team members of any projects, committees or task forces with technique and practical skills for initiating, planning, tracking, controlling and evaluating any kind or size project.
▌ All the persons work on Nonprofit organizations (NGO) and contribute to the success of any running or future projects.
▌ All the fresh graduated students who wish to improve their skills in order to find a suitable career in their field of study.

Requirements

Recommended experience: Beginner level

Your Benefits

- The trainee will learn a deep knowledge about the project management skills according to the international standards of project management institute (PMI).
- The trainee will learn how to initiate, define and organize a new project.
- The trainee will learn how to assess, prioritize and manage the project risks.
- The trainee will get a good knowledge of developing a project plan and determining the critical path.
- The trainee will learn how to earned value approach for controlling and monitoring any project.

Methods

Instructor Leader Led/ILL: Physical classroom environment
Remote Leader Led/RLL: Virtual classroom environment
Hybrid: ILL or RLL. You can attend the course on-site or remotely.

Methodology

- PowerPoint and PDF lectures.
- Group work and practical exercise.
- Analyzing in group work some reports and case studies from the real life.
- Simulation of the project stages for new project.

Key Features

- What is the definition of a project, the model of examining a project's organization and its stakeholders.
- The analysis of stakeholders using a power/interest grid.
- The project life cycle and the features of each stage.
- Developing a project plan.
- Process of scoping out a project and tools used to identify the project content.
- The sequencing project tasks and the nature of the dependencies in project activities.
- Determining the project's duration and critical path.
- Identifying and managing Risk in the project.
- Determining and controlling the project budget.
- The execution phase of the project.
- Value approach for monitoring and controlling progress.
- Alternative methods for project execution such as Agile and Scrum.

Six Sigma Green Belt

Many organizations and companies are facing a lot of challenging during their projects, this is the reason why the ability to continuously solve problems is one of the most valuable skills in the industry.

Six Sigma is internationally recognized data-driven approach that seeks to identify the variation inherent in any process. These variation in process will lead to risks for the products and also will lead to poor customer satisfaction.
Using Six sigma approach will reduce the variation and process costs in order to increase the customer satisfaction. This training will prepare you dive deeper into proven principles and methodologies to improve quality assurance in your company or organization.

Target Group

- Leaders, Project managers, staff and team members of any projects, committees or task forces with technique and practical skills for ensuring any kind or size project.
- All the persons work on Nonprofit organizations (NGO) and contribute to the success of any running or future projects.
- All the fresh graduated students who wish to improve their skills in order to find a suitable career in their field of study.

Requirements

Recommended Experience: Beginner level

Your Benefits

- The trainee will learn and understand deeply the essential concept of Six Sigma.
- The trainee will gain a foundational understanding of the elements of waste.
- The trainee will be able to predict and control the error in any process in the project and also will be able to prevent it in any upcoming projects.
- The trainee will be able to achieve the sustainable quality improvements in projects.
- Learn new concepts from industry experts.

Methods

Instructor Leader Led/ILL: Physical classroom environment
Remote Leader Led/RLL: Virtual classroom environment
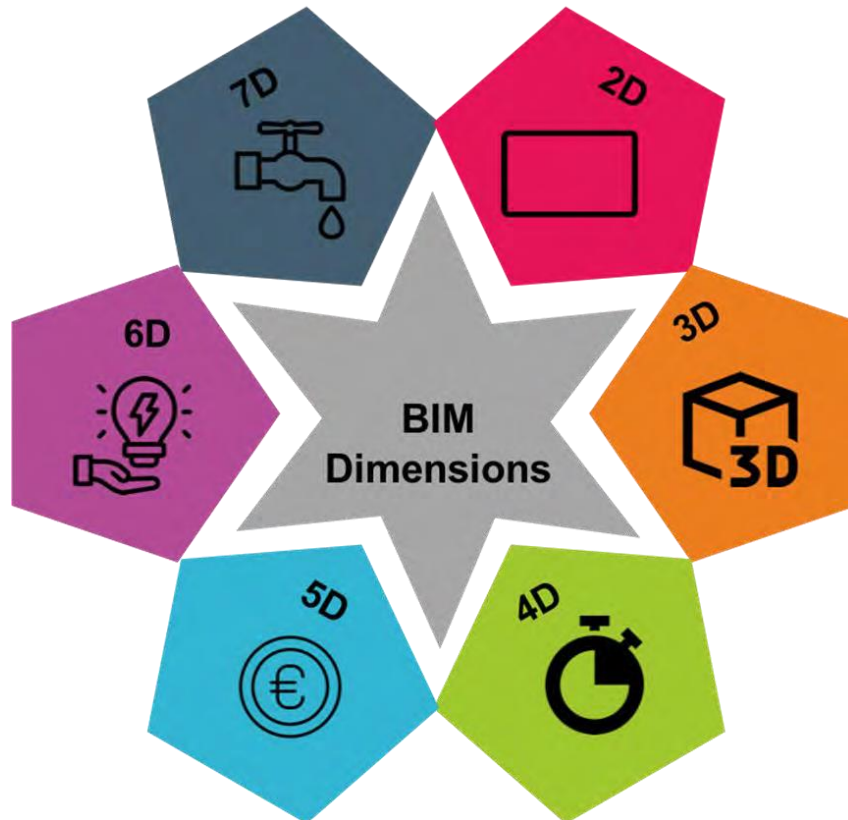**Hybrid**: ILL or RLL. You can attend the course on-site or remotely.

Methodology

- PowerPoint and PDF lectures.
- Group work and practical exercise.
- Analyzing in group work some reports and case studies from the real life.

Key Features

- Introduction to the foundations of Six Sigma, the purpose of Lean, and the value to the organization as whole.
- Types of Quality tools and explanation about Six Sigma metrics used throughout the DMAIC process.
- Define the DMAIC process.
- Effective concepts and tools related to each phase of the DMAIC process.
- Learning the value of lean to the industry.
- Practice projects.

Building Information Modeling (BIM)

The accelerated use of BIM and digital technologies is changing the way the built environment is delivered and, in turn, the management skills required in the industry. Project managers in construction works play a key role in advising clients and stakeholders on the benefits of BIM – how, when and where BIM contributes to project outcomes, and then demonstrating the knowledge and ability to successfully manage a construction project. This training will prepare the student understand the concept of BIM in construction industry according to the international standards (ISO), and also a deep knowledge of the BIM standards, uses and responsibilities in any construction projects. The training will present the BIM management for Design, construction and operation.

Target Group

- Project Managers in construction industry
- All Engineers (Civil, Architect, Electrical and mechanical Engineers)
- BIM Managers
- BIM Engineers
- BIM Specialists
- AUTOCAD Specialists and technicians
- Any persons who are interested to learn about BIM

Requirements

Recommended Experience: Beginner level

Your Benefits

- The trainee will learn clearly what is Building Information Modeling (BIM)
- The trainee will have a good knowledge how to prepare BIM execution plan (BEP)
- The trainee will learn the international BIM standards.
- The trainee will be able to deal with BIM management for Design, construction and Operation.
- The trainee will learn the Project Scope Management.
- The trainee will learn Project cost, Risk, and Quality Management.
- The trainee will learn the Project Stakeholders Management.

Methods

Instructor Leader Led/ILL: Physical classroom environment
Remote Leader Led/RLL: Virtual classroom environment
Hybrid: ILL or RLL. You can attend the course on-site or remotely.

Methodology

- PowerPoint and PDF lectures.
- Group work and practical exercise.
- Analyzing in group work some reports and case studies from the real Practical life...

Key Features

- The concept and uses of BIM project management.
- BIM Dimensions 3D, 4D, 5D, 5D, 6D and 7D.
- BIM Information Delivery Cycle. - BIM Requirements and employer.
- BIM Procurements Process.
- BIM execution Plan and supply chain assessments.
- BIM Team Mobilization.
- BIM Project Management .
- Executing Phase.

Quality Management (Certificate Quality Officer)

Accredited Certificate Quality Officer from a DIN EN ISO 17024 accredited personnel certifier

In our Training, you will learn about the most important quality management topics. You will gain an insight into and overview of the relevant content to better understand quality management, in your company and to be able to actively contribute to it.

Target Group

Employees who are to implement a quality management system in practice.

Requirements

Bachelor's or Master's degree and at least 1 year of full-time professional experience

Key Features

- Management and QM principles
- Standards and guidelines
- Process management
- Quality improvement techniques
- Production planning
- Auditing principles
- Corrective actions
- Quality inspection

Leadership

With a degree – especially in a technical field – you are predestined for a management role in a company. The new job is about getting off to a good start at work, having a sure instinct and establishing the right contacts. Good results are expected as quickly as possible – the learning phase in the new job is short.

Target Group

Managers, Division - , Team – and Project Leaders; Specialists with an interest in management tasks.

Requirements

Bachelor's or Master's degree and at least 1 year of full-time professional experience

Key Features

The personality of the manager

- How do I want and need to fulfil my role?
- What do I need to consider about the team?
- Why actionism is useless?
- Which conflicts are still open – how can they be resolved?
- What orientation and values does the team need?
- How do I swear the team to my line?
- How clearly have ideas and goals been formulated?
- How can I organize the relationship to my superiors?

ITIL® 4 Specialist: High Velocity IT (HVIT)

We will give you a good idea of ITIL® terminology such as the ITIL® 4 Practices, roles and functions and familiarize you with the Service Value System. You will also learn how to implement customer and service orientation in your department on a permanent basis. In addition to the most important key concepts and basic terms, you will use various practical examples to learn about the benefits of introducing ITIL® practices and how you can successfully overcome potential obstacles.

Target Group

Managers or Employees of service or IT organizations, IT professionals or business managers

Requirements

ITIL® 4 Foundation Basic Certification

Key Features

- Digital Organisation and Transformation
- Managing complex adaptive systems
- Improve performance with Lean, Agile and DevOps
- Invest in digital tools and techniques to create value.
- Increase the speed and quality of services.
- ITIL® 4 Foundation Certification

Data & Robots

Use of AI in Management and Controlling

Data mining and machine learning form the basis for tasks such as risk forecasts, identifying potential customers, shopping basket analyses and fraud detection. Using intelligent algorithms to analyze data sets, these analysis methods turn data into knowledge treasures. In this seminar, you will learn about the possible applications, of artificial intelligence based on different machine learning methods. You will also learn about the methods for setting up an associated data-driven business model and the organisational requirements for entering the world of machine learning.

Target Group

IT employees (from user to decision makers group)

Key Features

- Data-driven business decisions
- Process model to solve
- Introduction to the use-case „customer churn prediction"
- Data preparation and segmentation
- Modelling, learning, testing
- Evaluation of the prediction quality
- Application of the model in the department / company
- Outlook on further methods and application examples

Contact Person

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