

**GRÜNDEN?
KLAR DOCH!
DU, WIR
& UNSER
NETZWERK**

**BPW
2026**

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BPW 2026

Seminarprogramm Brandenburg



Project and Time Management

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UNTERNEHMENSBERATUNG



#wirgründen

Agenda of the day

- Check in
- Intro:
5 project phases work as guiding thread.
Introduction into agile & management methods
success factors & skills & competencies as Project Manager
- You can work on organizing your current or next project
- Check out

Hello!

I am

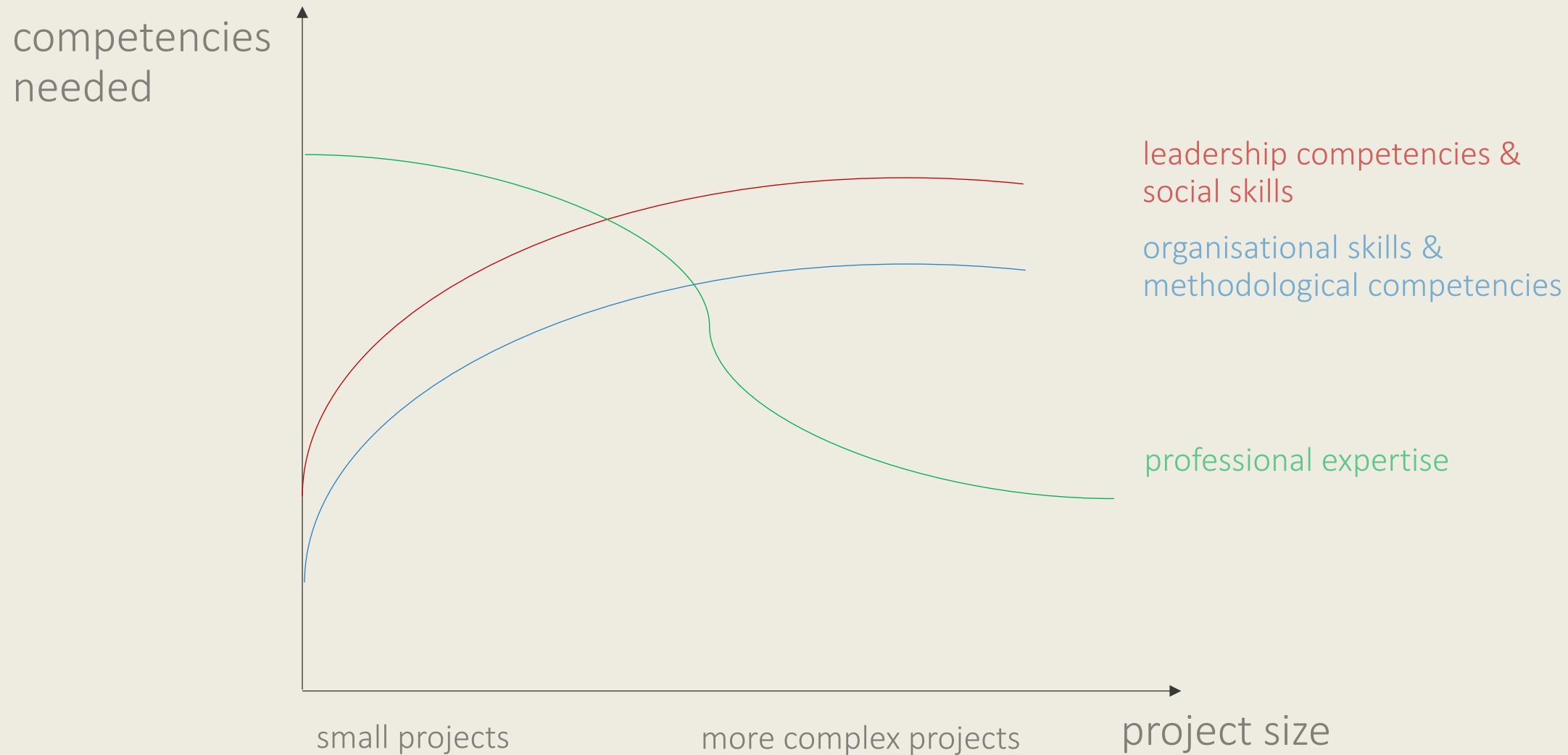
I am working / studying in the field of... at....

It is important for me to play by the rule ... in today's workshop.

I am doing ... (a hobby, a skill) that I believe no one else in the group is capable of / is doing.

I speak language.

project size and competencies





5 project phases

THE PROJECT JOURNEY





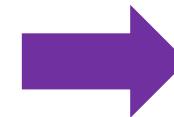
Source: smartsheet.com — Demystifying the 5 Phases of Project Management

<https://project-management.com/project-management-phases/> 04/23

Or check out: general PM-Process DIN 6990

characteristics of a project

- Onetime activity
- Temporary effort
- There is a start
- There is an end
- Limited ressources
- Results are defined
- Delivers unique product, service or result
- Insecurity, bears risks
- is project related organised
- Project management
- Interdisciplinary cooperation of experts
- **Involved people got a „main job“**



S - specific

M - measurable

A - achievable (by all parties involved)

R - relevant

T - time bound

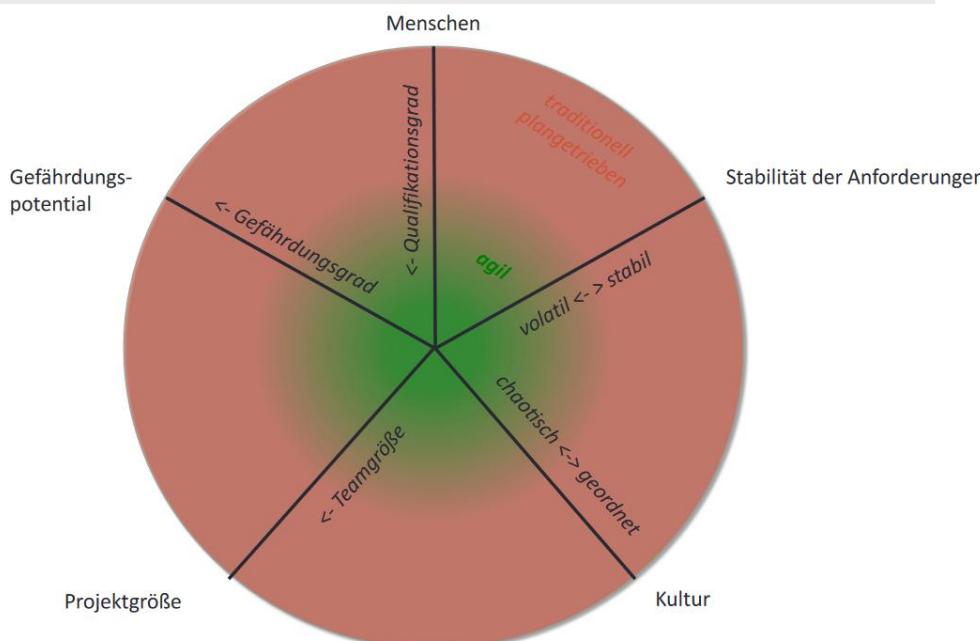
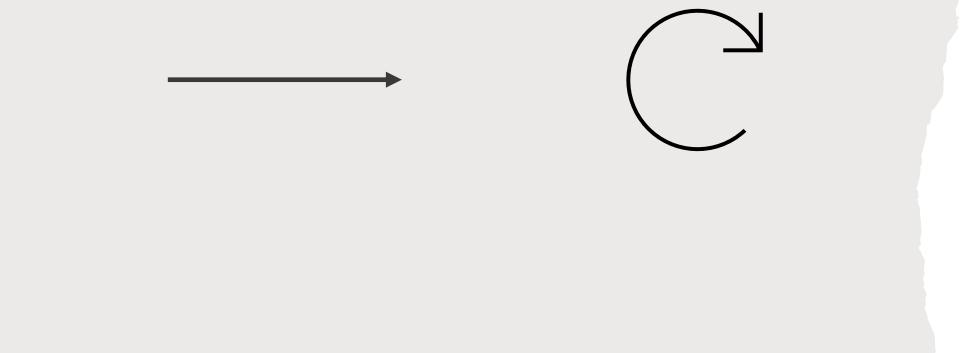
project manager

- is aware of and manages all responsibilites within the project
- got leadership skills with regards to the frame (corporate values, hierarchy, personalities, branch etc.)
- manages by objectives (MBO)

- Social skills: communication, participation, integration, presentation, empathy etc.
- Decisive

- Thinks and acts with each other as working in cooperations
- Networking, networking, networking
- Identifies & takes care of relations & connections

classic vs. agile



Main objective

vs. open result

Team is organized

self-organizing

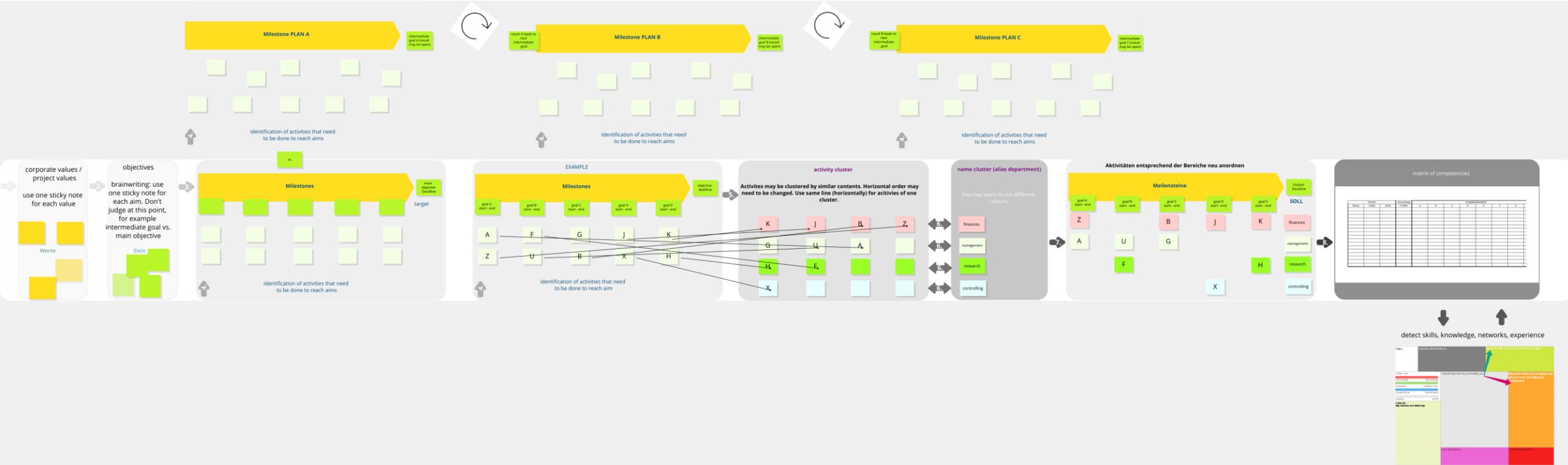
Timeline fixed

chronological sequence
not planned

Changes need to
be detected &
planned

handle changes flexible
as part of the project

Your project for today's workshop



THE PROJECT CANVAS

PROJECT TITLE:

CREATED BY:

WHERE/WHEN:

nanus ordinans
INTERNEHMENSBERATUNG

PURPOSE

What is the cause of the project? (also: motivation, reason)
Why is the project important and meaningful – and for whom?
How will the project change the future – and for whom?



BUDGET



How much money is available?
How flexible is the budget?

How much money is needed for
... the **TEAM** (internal/external)?
... the **NECESSARY RESOURCES**?

TEAM



Who should be on it?

Who is
... in the core team?
... in the extended team?
... an external partner?
... the project manager?

ENVIRONS



Which known forces (events, conditions, people) affect the project

... as tailwind?
... as headwind?

WAYPOINTS



Which stages of progress would be a good reason to celebrate?

Are there dates for
... partial and interim results?
... visible and measurable successes?
... steering decisions?

QUALITY



What makes the **CUSTOMER** really happy with regard to
... the **RESULT** of the project?
... the **WAYPOINTS** along the way within the project?

How do the **CUSTOMERS** in the project want to be informed and brought in?



RESULT

What exactly is to be delivered to the **CUSTOMER** at the end of the project?

Is it most likely to be
... a new product?
... a new service?
... new knowledge (findings)?



CUSTOMER

Who is the actual customer of the project; that is, who are the people that
... start & end the project (owners)?
... get the project results (recipients)?
... finance the project (sponsors)?

When there are several people:
Are there known conflicts?

RESOURCES



What is needed for
... work tools (including software)?
... materials?
... methods and models?
... project work spaces?
... meeting spaces (on-site/virtual)?

RISKS + CHANCES



Which uncertain events would (if they occurred)
... endanger the project?
... stimulate the project?

Events that can be influenced as well as certain events should be regarded as **ENVIRONS**.

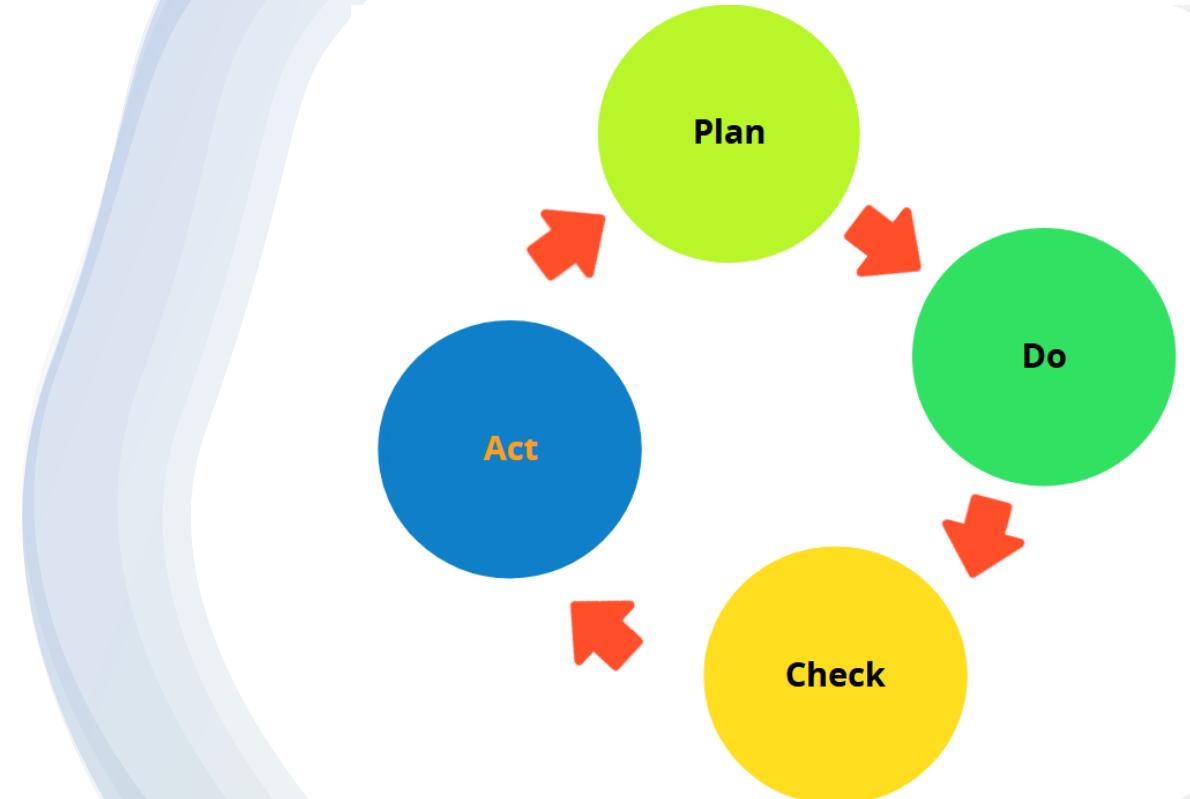
TIME

When does the project actually start? What will be required (i.e. preparations, documents)?
When is the project really closed? What will be required (i.e. documents, approvals)?
How flexible is the start date of the project? How flexible is the end date of the project?

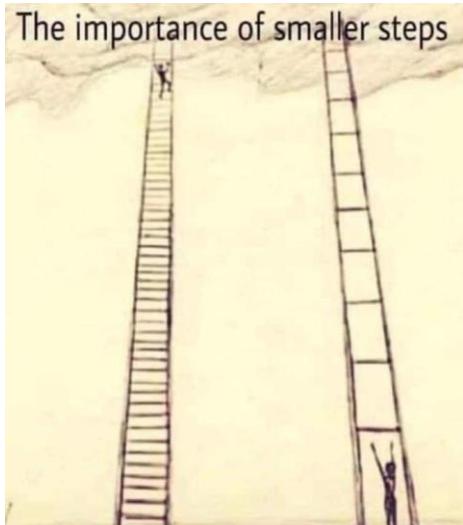


Deming circle

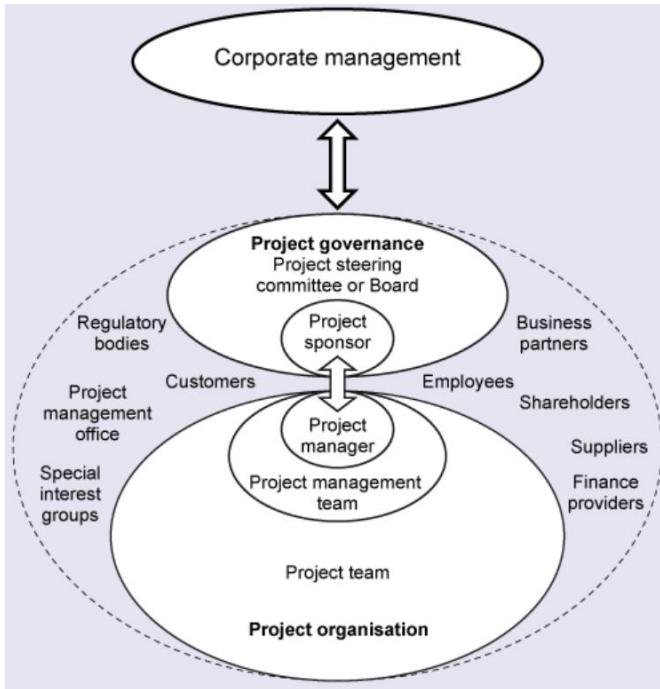
continuous improvement process



SUCCESS



- SMART for everybody involved in terms of time, scope, money
- Process capability (planning, flexible & sensitive for changes)
- Project manager is a great communicator with loads of empathy
- Tasks by skills/experience/knowledge
- Choice of project management (agile, classic, selective)
- Corporate embedding



project governance



Have a wonderful day



BPW 2026

Deine Idee | Dein Konzept | Dein Unternehmen

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Förderer



Kofinanziert von der
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Der Businessplan-Wettbewerb Berlin-Brandenburg wird gemeinsam durch die Senatsverwaltung für Wirtschaft, Energie und Betriebe des Landes Berlin und durch das Ministerium für Wirtschaft, Arbeit, Energie und Klimaschutz des Landes Brandenburg unterstützt sowie aus Mitteln der Europäischen Union kofinanziert.

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