<table>
<thead>
<tr>
<th>TIME</th>
<th>MODULE</th>
<th>AS A RESULT OF THIS WORK SESSION, PARTICIPANTS WILL BE ABLE TO:</th>
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</thead>
</table>
| 8:30 a.m. – 9:25 a.m. | FOUNDATION           | • Understand that consistent project success depends on processes and people.  
• Implement four foundational behaviors that inspire team members to execute with excellence |
| 9:25 a.m. – 11:20 a.m. | INITIATE             | • Identify a project’s stakeholders  
• Establish clear and measurable project outcomes  
• Create a well-defined project scope statement |
| 11:20 a.m. – 2:30 p.m. | PLAN                 | • Identify, assess and manage project risks  
• Create a realistic and well-defined project schedule |
| 2:30 p.m. – 3:40 p.m. | EXECUTE              | • Hold team members accountable to project plans  
• Conduct consistent team accountability sessions |
| 3:40 p.m. – 4:00 p.m. | MONITOR & CONTROL    | • Create a clear communication plan that includes regular project status reports and project changes |
| 4:00 p.m. – 4:30 p.m. | CLOSE AND COMMITMENTS | • Reward and recognize the contributions of project team members  
• Formally close a project by documenting lessons learned |