

# Workshop

## **FAST forward - Agile** project management for researchers

### FOR PhD STUDENTS



#### ▶ **Who should attend?**

PhD candidates with an ongoing project (min. 8 weeks) ready to actively engage and implement the system in a professional context.

#### ▶ **When & Where**

**October 21 - December 6, 2024**

Venue: **online**

#### ▶ **About this workshop**

Achieve amazing productivity and lower stress by learning and implementing powerful time management and productivity techniques used by management consultants and high-performing teams.

##### **Workshop Overview:**

This 7-week implementation programme will teach you how to use a robust, agile project and time management system in your research projects. Expect to experience greater clarity, focus, and momentum while reducing stress.

##### **Format:**

- **Pre-recorded Lectures:** Watch at your own pace.
- **Weekly Live Q&A Sessions:** 1-hour Zoom calls with Dr. Nadine Sinclair every Wednesday from 5:00-6:00 pm.
- **Self-Study Workbooks & Templates:** Apply the techniques directly to your project.
- **Personal Productivity Score:** Assessment at the start and end of the course.
- **Private Community Platform:** Interact with peers and receive feedback on assignments.

#### ▶ **Trainer**

Dr. Nadine Sinclair, Managing Director at Mind Matters, former McKinsey project manager, and neuroleadership expert. Dr. Sinclair blends insights from neuroscience and behavioral economics to drive productivity breakthroughs.

#### ▶ **How to Register?**

Email the following details to [jknedler@uni-koeln.de](mailto:jknedler@uni-koeln.de) by **October 2, 2024**:

- Full Name
- Research Group
- Email address
- Affiliation

#### ▶ **Important Notes:**

- Ensure participation is approved by your supervisor.
- Spots, assigned on a first-come, first-served basis.

**Optional info session**  
**(no registration necessary!)**

**Date:** Friday, Sep 27 (10:00-10:30 am)

**Meeting Link:** [Zoom Link](#)