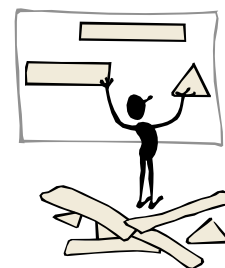





Study Coordinator Training 2009

Clinical Trial Project Management



8.15 – 8.30	Arrival tea and coffee (course will commence promptly at 8.30)	
8.30 – 8.45	Welcome and introduction	
8.45 – 10.00	Overview of project management and the structure of the project team	
10.00 – 10.15	Morning break	
10.15 – 12.00	The planning process <ul style="list-style-type: none"> • What? • Who? • When? • How? • Introduction of case study 	
12.00 – 12.45	Case study – scheduling and deadlines	
12.45 – 13.30	Lunch	
13.30 – 14.30	Risk management	
14.30 – 15.30	Managing personnel resource	
15.30 – 15.45	Break	
15.45 – 17.00	Trial implementation, tracking and control	