

## Work Identification

*Barcelona (Spain)*

*17 - 21 February 2025*

UK Training

**PARTNER**



## Work Identification

Code: PM28 From: 17 - 21 February 2025 City: Barcelona (Spain) Fees: 4400 Pound

### Introduction

This training course is designed to help participants understand and identify the key components of work processes across various industries. The course will focus on tools and techniques for identifying tasks, allocating resources, setting timelines, and ensuring work process efficiency.

### Course Objectives

By the end of this course, participants will be able to:

- Understand the fundamental concepts of work identification.
- Identify key tasks in a work process or project.
- Apply work identification techniques to different project scenarios.
- Create a clear work breakdown structure WBS to improve task management.
- Implement effective time management strategies through work identification.

### Course Outlines

#### Day 1: Introduction to Work Identification

- Defining work identification and its significance.
- The importance of work identification in project management.
- Understanding the role of work identification in enhancing efficiency.
- Key components and elements of work identification.
- An introduction to Work Breakdown Structure WBS.

#### Day 2: Techniques for Identifying Work

- Overview of the work identification process.
- Work identification techniques: Brainstorming and team collaboration.
- Mapping work processes with flowcharts.
- Identifying dependencies between tasks.
- Tools and software for work identification e.g., Gantt charts, Kanban.

#### Day 3: Analyzing Work Tasks and Resources

- Breaking tasks down into manageable units.
- Resource allocation and identification.
- Estimating time and effort for tasks.
- Identifying potential risks in work processes.

A graphic of a chessboard with several chess pieces. A gold king piece is prominent in the foreground, with a silver pawn and a gold pawn nearby. The board has a checkered pattern and a glowing circular effect behind the pieces.

UK Training  
**PARTNER**

- Prioritizing tasks for enhanced productivity.

#### Day 4: Building Work Identification Plans

- Creating a detailed work identification plan.
- Aligning tasks with project objectives.
- Integrating work identification into project timelines.
- Coordinating tasks with team members.
- Continuous monitoring and adapting the work identification process.

#### Day 5: Case Studies and Practical Application

- Review of real-life case studies on work identification.
- Group discussion on best practices.
- Participants develop a work identification plan for a mock project.
- Presentation and review of group work plans.
- Course wrap-up and feedback session.

## Blackbird Training Cities

### Europe



Malaga (Spain)



Sarajevo (Bosnia and Herzegovina)



Oporto (Portugal)



Glasgow (Scotland)



Edinburgh (UK)



Oslo (Norway)



Annecy (France)



Bordeaux (France)



Copenhagen (Denmark)



Birmingham (UK)



Lyon (France)



Moscow (Russia)



Stockholm (Sweden)  
(Netherlands)



Podgorica (Montenegro)



Batumi (Georgia)



London (UK)



Istanbul (Turkey)



Amsterdam



Düsseldorf (Germany)



Paris (France)



Barcelona (Spain)



Munich (Germany)



Geneva (Switzerland)



Prague (Czech)



Vienna (Austria)



Rome (Italy)



Brussels (Belgium)



Madrid (Spain)



Berlin (Germany)



Lisbon (Portugal)



Zurich (Switzerland)



Manchester (UK)



Milan (Italy)



## Blackbird Training Cities

### USA & Canada



Los Angeles (USA)



Orlando, Florida (USA)



Online



Phoenix, Arizona (USA)



Houston, Texas (USA)



Boston, MA (USA)



Washington (USA)



Miami, Florida (USA)



New York City (USA)



Seattle, Washington (USA)



Washington DC (USA)



In House



Jersey, New Jersey (USA)



Toronto (Canada)

### Africa



Baku (Azerbaijan)  
(Thailand)



Maldives (Maldives)



Doha (Qatar)



Manila (Philippines)



Bali (Indonesia)



Bangkok



Beijing (China)



Singapore (Singapore)



Sydney (Australia)



Tokyo (Japan)



Jeddah (KSA)



Riyadh (KSA)



Melbourne (Australia)  
(Indonesia)



Dubai (UAE)



Kuala Lumpur (Malaysia)



Kuwait City (Kuwait)



Pulau Ujong (Singapore)



Jakarta



Amman (Jordan)



Beirut (Lebanon)

UK Training  
**PARTNER**

## Blackbird Training Cities

### Asia



Kigali (Rwanda)



Cape Town (South Africa)



Accra (Ghana)



Lagos (Nigeria)



Marrakesh (Morocco)



Nairobi (Kenya)



Zanzibar (Tanzania)



Tangier (Morocco)



Cairo (Egypt)



Sharm El-Sheikh (Egypt)



Casablanca (Morocco)



Tunis (Tunisia)



## Blackbird Training Clients



UK Training  
**PARTNER**

## Blackbird Training Categories

### Management & Admin

Professional Skills  
Finance, Accounting, Budgeting  
Media & Public Relations  
Project Management  
Human Resources  
Audit & Quality Assurance  
Marketing, Sales, Customer Service  
Secretary & Admin  
Supply Chain & Logistics  
Management & Leadership  
Agile and Elevation

### Technical Courses

Hospital Management  
Public Sector  
Special Workshops  
Oil & Gas Engineering  
Telecom Engineering  
IT & IT Engineering  
Health & Safety  
Law and Contract Management  
Customs & Safety  
Aviation  
C-Suite Training



 International House 185 Tower Bridge  
Road London SE1 2UF United Kingdom

 +44 7401 1773 35  
+44 7480 775526

 [Sales@blackbird-training.com](mailto:Sales@blackbird-training.com)

 [www.blackbird-training.com](http://www.blackbird-training.com)

UK Training  
**PARTNER**

