MERCURY

Communication, Coordination, and Interface Management

15 – 19 February 2027
Washington DC (USA)



Dubai - UAE: +971 4 450 5697
Istanbul - Türkiye: +90 539 599 1206
Amman - Jordan: +962 79 712 3347

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Ref: 15583_1064966 **Date:** 15 – 19 February 2027 **Location:** Washington DC (USA) **Fees:** 8300 Euro

Introduction:

The primary aim of this Communication, Coordination, and Interface Management course is to fortify competencies pivotal in adeptly steering communication channels, refining coordination endeavors, and navigating interface management across diverse project landscapes. Enrollees will glean actionable perspectives on amalgamating these proficiencies to nurture synergy and realize overarching organizational objectives.

Interface coordination is a crucial facet of project management that requires strategic communication and collaboration to avoid conflicts and ensure smooth operations. This Communication, Coordination, and Interface Management course covers advanced techniques and tools to manage and facilitate interface coordination, with practical insights on how these practices can lead to successful project outcomes.

Targeted Groups:

- Project Managers are seeking to enhance team communication and streamline coordination efforts.
- Team Leaders aiming to improve interface management and facilitate smoother project execution.
- Professionals involved in cross-functional projects requiring seamless communication and coordination across departments.
- Individuals are responsible for stakeholder engagement and interface coordination.
- Executives and decision-makers are interested in optimizing organizational communication structures and interface strategies.

Course Objectives:

At the end of this Communication, Coordination, and Interface Management course, participants will be able to improve the following:

- Grasp the fundamental principles underpinning effective communication and coordination dynamics.
- Attain mastery over advanced techniques essential for proficient interface management.
- Cultivate adeptness in applying acquired skills within diverse real-world scenarios, catalyzing project triumph.
- Elevate team synergy by enhancing information dissemination channels and refining decision-making protocols.
- Strategize adeptly to surmount obstacles posed by communication barriers and coordination complexities.
- Foster a collaborative environment conducive to seamless interface management, amplifying project efficiency and success.

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Targeted Competencies:

The target competencies in this Communication, Coordination, and Interface Management training will improve:

- Effective communication skills.
- Explore advanced coordination techniques.
- Proficient interface management.
- Strategic information flow.
- Decision-making enhancement.
- Overcome communication barriers.
- Team collaboration.
- Stakeholder engagement.
- Conflict resolution.
- Adaptive problem-solving.

Course Outlines:

Unit 1: Fundamentals of Communication:

- Communication process and models.
- Types of communication:
  - Verbal.
  - Non-verbal.
  - Written.
  - Visual.
- Overcome communication barriers.
- Technological tools for communication.

Unit 2: Advanced Communication Skills:

- Emotional intelligence in communication.
- Persuasive and assertive techniques.
- Conflict resolution and negotiation.
- Cultural diversity in communication.
- Active listening skills.

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Unit 3: Coordination Techniques:

- Principles of organizational coordination.
- Leadership's role in coordination.
- Team coordination techniques.
- Coordination tools and software.
- Monitor coordination effectiveness.

Unit 4: Interface Management Essentials:

- Understand project interfaces.
- Roles in interface management.
- Plan interface management strategies.
- Case studies on interface management.
- Risk management in interface management.

Unit 5: Integration and Practical Application:

- Integrate communication, coordination, and interface management.
- Simulation exercises for real-world application.
- Group presentations on project scenarios.
- Peer review and feedback.
- Action plans for real-world projects.