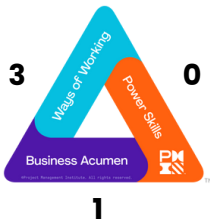# Asana from scratch - project management

"Asana from scratch - project management" is a carefully prepared workshop that is aimed to those already working in Asana and those who are just taking their first steps in the system. The training contains all the key information supporting project management in accordance with the best world standards. Thanks to practical exercises, participants will not only increase the efficiency of their work, but also improve internal communication and unify activities in accordance with the correct work methodology.

The program was developed by Asana practitioners who deal with Asana implementations on a daily basis, to help participants fully use the possibilities of this tool in practice.

The Asana system is an intuitive tool supporting project management in both classic and agile methodologies, as well as in any combination of them. During the training, participants will learn how to effectively manage the created environment. The aim of the workshop is to provide a solid foundation for working with Asana, which will become the central tool for managing teamwork.

PMI Talent Triangle

3   0

Ways of Working
Power Skills
Business Acumen

1

Duration: **4** hours

4 PDU's

Level: Basic

Form: lecture, practical exercises inside the system

Certyfikate: PMI® ATP

Training objectives

- Gain practical knowledge of Asana features that enable efficient management of tasks, projects, and teams
- Learn how to effectively organize work in Asana using views, priorities, and project structure
- Understand the methods and principles of communication with other users in the system
- Acquire practical skills by participating in live exercises
- Master good practices and work hygiene in Asana
- Clarify all questions and doubts regarding work in the Asana

Training program*

- Why is Asana one of the best project management solutions?
- A closer look at the main uses of Asana
- A presentation of the structure of the Asana environment
- Introduction to navigating the environment
- Creating and managing tasks
- Operating in projects

- Working at the team level
- Managing views in Asana
- Communication in Asana
- Introduction to managing goals and portfolios
- Tips on how to work more efficiently in Asana
- Principles and recommendations for effective work organization in Asana
- A QnA section about working in Asana

*The training includes live exercises on using Asana

This training is recommended for

- People interested in purchasing an Asana license
- New users of the Asana system
- Employees of project teams working in Asana, striving to optimize their daily work
- Managers and team leaders striving to optimize team work

Languages and locations

We offer the "Asana from scratch - project management" training in English and Polish, online and in person. During the training, we provide participants with practical tools and knowledge supported by years of experience.

We also organize closed trainings, at the individual request of the organization, adapting the location and scope to the client's needs.

We also offer "**Advanced Asana training**", which deepens the information presented during the "Asana from the basics - project management" training, expanding it with more demanding topics.

Delivery guarantee

Training is confirmed 14 days in advance. If the minimum number of participants is not met, the training may be postponed or canceled. Participants who have already paid can choose a new date, a different topic, or a refund.

Training dates and pricing

Contact us

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Full training offer ↗
https://pmexperts.com/en/training

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Value via projects

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