

**Program IMPRS NeuroCom Leipzig**

(9:00 to 13:00 and until 14:00 on 20.10., break approx. 11:00)

<b>Topic</b>	
<b>Day 1 (15.10.)</b>	<b>Self Management</b>
	Daniel Mertens is a researcher like you Technical introduction to the online tools used What do you want to do in this course? Eisenhower Principle Pareto principle
	collecting from participants requirements of PhD, challenges and shopping list important vs urgent how to become more effective
<b>Day 2 (16.10.)</b>	<b>Project Management</b>
	crossword SMART goals SWOT analysis time of day 20 dollar auction circles swedish clapping tetris T-E-A-M
	Impostor Syndrome goal setting contingency planning using high quality daytime letting go, focusing on the important creativity tools interacting with colleagues: follow or lead generating win-win situations heterogeneous teams perform better
<b>Day 3 (20.10.)</b>	<b>Use it or lose it</b>
Putting theory into practice	the new project stage 1: the idea the new project stage 2: making it happen presentations secret observers back 2 back postcards
	collaboration, creativity, visualization project planning peer-to-peer feedback repetition of what was done what will you change?