# Video Communication for Project Updates Training Course

Professional Development Training Course Outline

| | | | |
|---|---|---|---|
| **Category** | Project Management | **Duration** | 5 Days |
| **Base Fee** | $1,500 USD | **Delivery Mode** | Online / On-site Hybrid |

## Course Introduction

In today's dynamic project management environment, effective video communication is crucial for ensuring timely updates, stakeholder engagement, and project alignment. Leveraging video as a primary communication tool allows project managers and teams to convey complex information clearly, enhance collaboration, and maintain transparency across all levels of the organization. Video Communication for Project Updates Training Course focuses on integrating modern video communication techniques with project management principles, providing practical skills to create impactful updates, presentations, and briefings. Participants will explore various tools, platforms, and strategies to deliver concise, visually engaging, and informative project updates.

The course emphasizes the importance of storytelling, structured messaging, and digital presentation skills to foster stronger communication within teams and with stakeholders. Learners will gain insights into optimizing video content for clarity, engagement, and effectiveness, while ensuring accessibility and consistency in communication. By combining theoretical knowledge with hands-on exercises, this training equips professionals with actionable techniques for improving project tracking, reporting, and decision-making processes using video communication.

## Programme Curriculum

**Video Communication for Project Updates Training Course**

**Introduction**

In today's dynamic project management environment, effective video communication is crucial for ensuring timely updates, stakeholder engagement, and project alignment. Leveraging video as a primary communication tool allows project managers and teams to convey complex information clearly, enhance collaboration, and maintain transparency across all levels of the organization. Video Communication for Project Updates Training

Course focuses on integrating modern video communication techniques with project management principles, providing practical skills to create impactful updates, presentations, and briefings. Participants will explore various tools, platforms, and strategies to deliver concise, visually engaging, and informative project updates.

The course emphasizes the importance of storytelling, structured messaging, and digital presentation skills to foster stronger communication within teams and with stakeholders. Learners will gain insights into optimizing video content for clarity, engagement, and effectiveness, while ensuring accessibility and consistency in communication. By combining theoretical knowledge with hands-on exercises, this training equips professionals with actionable techniques for improving project tracking, reporting, and decision-making processes using video communication.

**Course Objectives**

1. Understand the principles of effective video communication in project management.
2. Develop skills for creating concise and structured project update videos.
3. Learn strategies for engaging stakeholders through video presentations.
4. Master video storytelling techniques to simplify complex project information.
5. Identify the best video platforms and tools for professional project updates.
6. Enhance team collaboration through video-based communication channels.
7. Implement visual design principles for impactful video updates.
8. Measure the effectiveness of video communication in projects.
9. Apply practical techniques for live video presentations and briefings.
10. Overcome common challenges in video communication for projects.
11. Integrate video updates with project management workflows.
12. Improve decision-making through clear and transparent video reporting.
13. Develop actionable video communication plans for ongoing project success.

**Organizational Benefits**

- Streamlined communication between project teams and stakeholders
- Increased stakeholder engagement and satisfaction
- Reduced miscommunication and project delays
- Faster decision-making through concise updates
- Improved remote team collaboration
- Standardized reporting processes
- Enhanced project transparency and accountability
- Better retention of key project information

- Cost-effective communication compared to traditional meetings
- Stronger brand and professional presentation in external communications

**Target Audiences**

1. Project Managers
2. Program Coordinators
3. Team Leads
4. Business Analysts
5. Communication Officers
6. Change Management Professionals
7. Remote Project Teams
8. Executive Stakeholders

**Course Duration: 5 days**

**Course Modules**

**Module 1: Introduction to Video Communication for Projects**

- Understanding the role of video in project management
- Overview of video platforms and tools
- Identifying key communication goals
- Common challenges and solutions in video updates
- Case Study: Successful video communication in a multinational project
- Hands-on activity: Creating a project introduction video

**Module 2: Structuring Your Video Updates**

- Components of an effective project update video
- Techniques for concise messaging
- Storyboarding project updates
- Using scripts for clarity
- Case Study: Structuring updates in agile project environments
- Hands-on activity: Script development exercise

**Module 3: Video Storytelling Techniques**

- Engaging audiences with storytelling

- Highlighting key metrics and milestones
- Visual cues for emphasis
- Maintaining audience attention
- Case Study: Storytelling for executive-level project briefings
- Hands-on activity: Storyboarding a milestone video

**Module 4: Tools and Platforms for Video Communication**

- Selecting the right platform for your audience
- Video editing basics
- Interactive features for engagement
- Integrating video with project management tools
- Case Study: Platform selection for cross-functional projects
- Hands-on activity: Creating an interactive video update

**Module 5: Enhancing Video Quality and Design**

- Visual design principles for video
- Audio and lighting best practices
- Screen recording and presentation techniques
- Using graphics and charts effectively
- Case Study: High-quality project reporting videos
- Hands-on activity: Enhancing a recorded project update

**Module 6: Live Video Briefings and Presentations**

- Techniques for live video communication
- Managing audience questions
- Presentation flow and timing
- Engagement strategies for remote teams
- Case Study: Live update session for distributed teams
- Hands-on activity: Conducting a live project briefing

**Module 7: Measuring Video Communication Effectiveness**

- Key performance indicators for video updates
- Collecting stakeholder feedback

- Analyzing engagement metrics
- Continuous improvement strategies
- Case Study: Metrics-driven communication improvements
- Hands-on activity: Assessing video effectiveness

**Module 8: Developing a Video Communication Plan**

- Integrating video into project workflows
- Scheduling regular updates
- Assigning roles and responsibilities
- Risk mitigation in video communication
- Case Study: Implementing a standardized video update system
- Hands-on activity: Creating a comprehensive video communication plan

**Training Methodology**

- Instructor-led interactive sessions
- Hands-on video creation exercises
- Group discussions and peer reviews
- Real-world case studies analysis
- Practical assignments and feedback sessions
- Access to video tools and templates for practice

**Register as a group from 3 participants for a Discount**

**Send us an email: info@fineskilltrainingcenter.org or call** *+254769199797*

***Certification***

*Upon successful completion of this training, participants will be issued with a globally- recognized certificate.*

***Tailor-Made Course***

*We also offer tailor-made courses based on your needs.*

**Key Notes**

**a.** The participant must be conversant with English.

**b.** Upon completion of training the participant will be issued with an Authorized Training Certificate

**c.** Course duration is flexible and the contents can be modified to fit any number of days.

**d.** The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

**e.** One-year post-training support Consultation and Coaching provided after the course.

**f.** Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

## Upcoming Scheduled Sessions

| Start Date | End Date | Location | Price |
|---|---|---|---|
| **23 Nov 2026** | 27 Nov 2026 | Online | $1,000 |
| **23 Nov 2026** | 27 Nov 2026 | Physical | $1,500 |
| **23 Nov 2026** | 27 Nov 2026 | Physical | $3,000 |
| **23 Nov 2026** | 27 Nov 2026 | Physical | $3,000 |
| **23 Nov 2026** | 27 Nov 2026 | Physical | $6,000 |
| **23 Nov 2026** | 27 Nov 2026 | Physical | $4,500 |
| **23 Nov 2026** | 27 Nov 2026 | Physical | $6,000 |
| **23 Nov 2026** | 27 Nov 2026 | Physical | $6,000 |

Ready to enroll or request a customized program? Book online or contact us:

**Register Online Now**

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com