

Course Description:

Project management has evolved from a personal skill set into a critical organizational competency. In this strategic project management course, whether you are enhancing your organization's overall project management capability or actively managing a project, this comprehensive course will guide you through the essentials of successful project management.

This course is structured to blend technical knowledge with leadership principles, providing a solid foundation for both foundational and advanced project management skills. The course will equip you with the tools, techniques, and leadership capabilities necessary to thrive in diverse project environments.

Stay engaged for upcoming project management seminars and workshops, where you'll have the opportunity to learn directly from industry professionals, expand your network, and participate in practical exercises that reinforce the course concepts.

For those new to project management, the foundational segment of the course will introduce the essential principles of project management, offering a strong base for building a successful career in the field.

Advanced and Technical Project Management Skills:

The advanced section of this course is tailored for experienced professionals aiming to elevate their project management expertise. It focuses on managing complex projects and developing the skills needed to navigate challenging project environments. For those interested in the technical aspects of project management, this course provides a comprehensive understanding of the tools, methods, and processes involved in technical project management. Participants will become proficient in applying these techniques to real-world project situations.

Targeted Groups:

- Experienced Project Managers
- New Project Managers
- Project Team Members
- Project Sponsors
- PMO Staff
- Employees aiming to expand their experience in project management

Course Objectives:

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

- Understand project selection decisions more effectively.
- Improve their ability to plan, schedule, and control projects.
- Master the interpersonal skills required to manage project teams successfully.
- Develop appropriate performance measures for projects.
- Gain exposure to a wide variety of project planning techniques.
- Receive practical tips and insights from experienced project managers.
- Examine both simple and advanced project planning techniques.
- Improve their ability to incorporate risk management into project planning.
- Review best practices in project planning and control.

Targeted Competencies:

- Project Planning Theory and Application
- Risk Analysis and Management
- Cost Estimating and Budgeting
- Performance Management
- Project Progress Reporting

Course Content:

Unit 1: The World of Project Management

- Understanding the project lifecycle model
- Classic and modern project constraints and parameters
- Project management maturity and its impact on success
- Selecting projects that align with organizational goals
- Aggregating projects into programs and portfolios
- Establishing a Project Support Office (PSO)
- Confronting uncertainty in project selection decisions
- Managing project data, information, and knowledge
- The art, science, and practice of project management

Unit 2: Project Planning, Scheduling, and Budgeting

- Project planning vs. project plan
- Strategic, tactical, and operational planning
- Key elements of a project plan
- Scheduling levels of detail and network logic
- Project uncertainty and risk management
- Integrating uncertainty into planning
- Fundamentals of budgeting and cost control
- Methods of budgeting and improving cost estimates
- Best practices for project planning, scheduling, and budgeting

Unit 3: Project Resourcing, Monitoring, and Control

- Resource allocation and optimization
- Expediting project timelines
- Allocating scarce resources efficiently
- The Critical Chain approach to project management
- Designing and executing the project monitoring cycle
- Performance indicators and feedback systems
- Earned value management techniques
- Designing and managing the change-control system
- Proactive management and plan updates

Unit 4: The Project Manager's Roles and Responsibilities

- Selection criteria for the project manager
- Team-building and empowerment strategies
- Overcoming team management challenges
- Confident delegation techniques
- Communication within the project team
- Leadership styles in multidisciplinary teams
- Conflict resolution and handling disputes
- Best practices in people-based project management

Unit 5: Project Evaluation, Reporting, Closure, and Handover

- Defining project evaluation criteria

- Conducting project audits and reviews
 - Progress reports and record-keeping
 - Determinants of project success and failure
 - Successful project closure and handover processes
 - Capturing lessons learned and creating a learning culture
 - Best practices in project evaluation, reporting, and closure
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This comprehensive course will provide participants with the skills necessary to manage all aspects of a project, from planning to execution, evaluation, and closure. Whether you are new to project management or looking to enhance your existing skills, this course offers practical, real-world knowledge and insights that will set you up for success in your career.