

Project Management

From Principals to Action

PRM007

Course Description

This course is designed to provide participants with a comprehensive understanding of project management principles, strategies, and practical approaches necessary to successfully manage and execute projects. Over five days, attendees will gain knowledge of key project management concepts, methodologies, and tools, transforming theoretical principles into actionable steps. The course emphasizes the importance of planning, organizing, executing, and closing projects efficiently while managing resources, timelines, and budgets. Real-world examples and case studies will be used to highlight practical applications and challenges in project management.

Course Objectives

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

- Understand core project management principles and methodologies.
- Define project scope, objectives, and deliverables in alignment with business goals.
- Apply project planning tools and techniques, including scheduling, budgeting, and resource management.
- Manage project risks and handle challenges in scope, time, and cost management.
- Lead project teams effectively, promoting collaboration and communication.
- Implement project control techniques to monitor progress and ensure successful project delivery.
- Ensure proper project closure, including documentation and post-project evaluations.

Who Should Attend

- Project managers and team leaders involved in project planning, execution, and delivery.
- Engineers, technical personnel, and professionals looking to enhance their project management skills.
- Business leaders and decision-makers overseeing project-driven initiatives.
- Professionals seeking certification or additional training in project management methodologies and tools.
- Anyone interested in gaining a practical understanding of project management, regardless of industry.

Course Duration

5 Working Days

Course Outlines

1. Course Introduction

- Overview of course objectives and what participants will learn.
- Introduction to project management and its importance across industries.

2. Project Management Fundamentals

- Key principles and methodologies of project management.
- Understanding the project lifecycle: initiation, planning, execution, monitoring, and closure.

3. Project Scope & Objectives

- Defining project scope, deliverables, and objectives.
- Aligning project goals with organizational strategy and stakeholder expectations.

4. Project Planning & Scheduling

- Techniques for developing project schedules and timelines.
- Tools and software for project scheduling (e.g., Gantt charts, Critical Path Method).
- Resource planning and allocation.

5. Budgeting and Cost Management

- Estimating project costs and creating budgets.
- Managing project expenses and staying within budget.
- Financial tracking and reporting.

6. Risk Management in Projects

- Identifying and assessing project risks.
- Developing risk mitigation strategies.
- Crisis management and dealing with unforeseen challenges.

7. Project Execution & Monitoring

- Managing project teams and ensuring smooth execution.
- Monitoring project progress and adjusting plans as needed.
- Key performance indicators (KPIs) for tracking project success.

8. Project Closure & Evaluation

- Ensuring proper project closure and deliverable handover.
- Post-project evaluation and lessons learned.
- Preparing final project reports and documentation.