



The Complete Course on Project
Management Skills Training



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Course Description

Project management has gone beyond being merely a personal skill set. It is now considered a vital organizational competency. In this strategic project management course, whether you are charged with increasing your organization's total project management capability or playing a role in a project, this comprehensive project management foundation course will guide you through managing any project.

The advanced project management skills course is structured to help you master the science of project management with a blend of technical project management course material and provide you with a solid foundation for project management and leadership.

Stay tuned for upcoming project management seminars near me, and participate in engaging project management workshops. These sessions will provide hands-on experiences and opportunities to learn from industry professionals, expand your network, and engage in practical exercises that reinforce the concepts taught throughout the seminar on project management.

For those at the start of their project management journey, the foundations of project management are critical to grasp. This foundation project management segment of the course will equip you with the project management fundamentals necessary for any aspiring project manager, setting the groundwork for a successful career in the field.

Advanced and Technical Project Management Skills

In this advanced project management skills course, you will delve deeper into the advanced project management training aspects. This advanced project management skills course is designed for those who wish to take their abilities to the next level, focusing specifically on complex project environments and developing the competencies to master challenging project landscapes.

For participants interested in the more technical aspects of project management, this technical project management training offers a comprehensive understanding of the technical tools, methods, and processes. This technical project manager course will ensure proficiency in applying technical project management techniques to real-world situations.

Targeted Groups:

- Experienced project managers.
- New project managers.
- Project team members.
- Project sponsors.
- PMO staff.
- Employees who want to extend their experience to the project management area.

Course Objectives:

At the end of this practical project management training, participants will be able to:

- Understand project selection decisions in a better way.
- Improve the ability to plan, schedule, and control a project.
- Master interpersonal skills needed to manage project teams effectively.
- Improve the ability to develop appropriate performance measures.
- Gain A wider choice of project planning techniques.
- Gain practical tips, advice, and insight from an experienced project manager.
- Examine simple and advanced project planning techniques.
- Improve understanding of incorporating risk in project planning.
- Review best practices in project planning and control.

Targeted Competencies:

- Planning theory and application.
- Risk analysis and management.
- Cost estimating.
- Budgeting.
- Performance management.
- Project progress reporting.

Course Content:

Unit 1: The World of Project Management:

- Project lifecycle model.
- Classic and modern project constraints and parameters.
- The concept of project management maturity.
- Selecting projects to meet organizational goals.
- Aggregating projects into programs and portfolios.
- Establishing a project support office.
- Considering and confronting uncertainty in project selection decisions.
- Project data, information, and knowledge management.
- The art, science, and practice of project management.

Unit 2: Project Planning, Scheduling, and Budgeting:

- Project plan vs. project planning.
- Strategic, tactical, and operational planning.
- The contents of a project plan.
- Level of detail in scheduling.
- Network logic and dependency analysis.
- Project uncertainty and risk management.
- Introducing uncertainty in planning.
- Fundamentals of budgeting and cost control.
- Methods of budgeting.
- Improving cost estimates.
- Best practices of project planning, scheduling, and budgeting.

Unit 3: Project Resourcing, Monitoring, and Control:

- Resource allocation.
- Expediting a project.
- Allocating scarce resources to projects.
- The Critical Chain approach.
- Designing the monitoring cycle.
- Performance indicators and feedback mechanisms.
- Earned value management.
- Designing the change-control system.
- Proactive management and plan updating.

Unit 4: The Project Manager's Roles and Responsibilities:

- Selection of the project manager.
- Project Team-building and empowerment.
- Team management challenges.
- Delegating with confidence.
- Communication within the project team.
- Project team leadership.
- Multidisciplinary teams.
- Conflict handling.
- Best practices of people-based project management.

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

- Evaluation criteria.
- Project auditing.
- Project review meetings.
- Analyzing project performance.
- Progress reports and records.
- Determinants of project success.
- Successful project handover.
- Lessons learned and creating a learning culture.
- Best practices of project evaluation, reporting, and closure.