

# € TRAINING

Effective Project Management





# Effective Project Management

## Introduction:

This conference is for experienced project managers to examine advanced project and program management techniques, building on the basics to help ensure success even for large and risky projects and programs. This program stresses project management processes as an integral part of organizational culture and what senior management must do to support it and make it successful within an organization.

Project scope management and stakeholder analysis work continues to improve across the project and program management discipline. Learn the newest tools and technologies for handling stakeholders, and building quality into your project.

Learn the newest concepts and techniques for project planning, estimating, and scheduling. Discover how queuing theory, the Theory of Constraints Critical Chain Project Management, and other advanced concepts can help you develop solid, reliable, efficient, and effective project plans.

Continue your development with advanced program risk and uncertainty analysis. Learn strategies for handling uncertainty, discover the network affects of project risks, and discover advanced methods for identifying and qualifying project and program risks.

## Conference Objectives:

At the end of this conference the participants will be able to:

- Improve risk management throughout the project life cycle
- Track projects with solid metrics, not with speculation
- Handle the difficult vendors in a better way
- Improve time and cost estimation for risky and challenging projects
- Reduce cost and schedule risks using advanced, proven techniques
- Report progress even on complex and risky projects
- Improve stakeholder communication and involvement
- Understand and master the people skills needed for effective project management
- Develop skills to communicate horizontally across functional levels and vertically with senior levels of management
- Define project objectives and assignments
- Utilize scheduling methods and tools to support project control and analysis
- Develop and utilize risk management, contingency planning, and change control
- Prioritize objectives and assignments

## Targeted Audience:

- Project Managers
- Members of Project Offices
- Project Sponsors
- Functional Managers
- Senior Management and Individuals Interested in Project Management

## Conference Outlines:

### Unit 1: Introduction:

- Why do we do projects?
- What is a project?
- What is project management?
- Project Delivery Systems
- Life-cycle Models

### Unit 2: Project Selection:

- Qualitative techniques
- Quantitative techniques - Economic Evaluation
- Selecting the right project manager
- Project Objectives and Stakeholder assessment - who wants what?
- Identification of stakeholders
- Stakeholder analysis
- Management of stakeholders

### Unit 3: Planning:

- Task Characteristics and Duration Assessment
- Planning and Scheduling Methods
- Critical Path VS Critical Chain Scheduling
- Resource Allocation Methods
- Time-Cost Trade-off
- Lead/Lag Scheduling
- Critical Chain scheduling

### Unit 4: Proactive Project Risk Management:

- What do we mean by risk?
- Risk VS Uncertainty
- Attitudes towards risk
- Risk identification, factors, and sources
- Risk analysis approaches
- Qualification and quantification of probability and impact
- Dealing with subjective elements of risk
- Risk strategies

### Unit 5: Executing:

- Lean Construction Strategies
- Staff Acquisition
- Team Development and Motivation
- Leadership VS Management
- Management styles and Conflict Handling

## Unit 6: Monitoring and Controlling:

- Using Earned Value to report accomplishment
- Implementing Risk strategies
- Project Closing