

€ TRAINING

Guide to Project Management Development
PMD Pro 1



3 - 7 June 2024
Madrid (Spain)



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Introduction:

Projects, regardless of their scope of work, follow a number of principles in their management. The management of development projects may affect the livelihood of many people in need. This program is a guide in this process. It will introduce participants to the project management stages, and will open their eyes to tiny little aspects they might not be aware of.

Program Objectives:

At the end of this program, participants will be able to:

- Understand the life cycle of projects.
- Abide by the pre-determined scope, time, and budget of the project.
- Ensure equitable participation in project development.
- Effectively conclude projects and avoid leaving pending issues unresolved before closure.

Targeted Audience:

- Project managers .
- Development sector professionals.
- Consultants/contract staff.
- The staff of international NGOs.

Program Outlines:

Unit 1:

Navigating Development Projects: From Inception to Assessment:

- Introducing projects.
- Projects in the development sector.
- The life cycle of a development project .
- Project identification and design.

- Data collection and data analysis.
- Assessing project needs.

Unit 2:

Foundations of Project Setup and Planning: Governance, Frameworks, and Components:

- Project set up.
- Project governance structure.
- Project logical framework .
- Project planning.
- The need for project planning.
- Components of a project plan.

Unit 3:

Executing Projects: Scheduling, People Management, and Evaluation:

- Project implementation and scheduling.
- People management.
- Project monitoring, evaluation, and control.
- Planning project monitoring.
- Project evaluation approaches and control.

Unit 4:

Transitioning Projects: Change Management and Closure Strategies:

- Change management.
- Issues in project transition.
- Project closing strategy.
- Verifying project deliverables.
- Aspects to consider while the closing project.

Unit 5:

Essential Project Management Disciplines: Time, Finance, Risk, and Stakeholders:

- Project management disciplines.
- Time management.
- Financial management.
- Risk management.
- Justification management.
- Stakeholder management.
- Supply chain management.