SETC Training Corporate Logo

Project Management Training: Delivering Complex Projects (ITPRM, 4 jours)

Description

The course Managing Complex Projects (Project Management Training) discusses every aspect of Project Traditional project management with respect to complex & technical projects. The course includes all phases of the project management lifecycle and includes core areas of concern including HR, budget and schedule management. The training also includes in depth dicussions of risk management, stakeholder management, it asset management, procurement management & more.

Tarifs

- Tarification: $3,750/person
- Rabais de 10% lorsque vous inscrivez 3 personnes.

Plan de cours

Introduction

- Project Management Basics
- Project Management, Portfolio Management and Programs
- Understanding Project Constraints
- Understanding the Nature of Projects
- The Project Life Cycle: An Overview
- The Art of Project Identification
- Project Management and the GoC

The Project Initiation Stage

- Project Triggers
- About Project Management Roles
- Creating Project Documentation: The SOW
- Determining Project Goals

The Project as an Entity

- The Strategic Plan
- The Business Architecture
- Gap Analysis
- Identifying Project Deliverables
- Project Constraints
- Preparing the Business Case
- Preparing the Decision Package
- Conducting a Feasibility Study

Planning a Project - Scope

- Why do we need a Project Plan?
- Focus and Scope
- Creating a Scope Management Plan
- Determining Project Scope
- Conducting the Initial Risk Assessment
- Elements of a Project Plan

Communication and Information Gathering

- Brainstorming
- JAD Sessions

Meetings
Walkthroughs
The Interview: Who and How?
Choosing an Interview Methodology
Constructing Questions that Deliver Results
Project Planning WBS
What is the WBS?
The Importance of the WBS
WBS Sections and Components
The Task List and the Deliverables
WBS Scheduling
Time Estimates
Room for Error: About including Buffer Time
The Project Schedule
Using Scheduling Charts
Updating Assumptions and Constraints
Assigning Resources and Responsibility
WBS – An Example
Planning Project Costs
Planning Costs
The Art of Resource Identification
Cost Estimation Methods
Understanding Administrative Costs
Budgeting Smart: Planning with Cost Buffers
The Art of the Plan
The Project Management Plan
The Procurement Plan
The Human Resources Management Plan
The Financial Plan
Planning for Quality
The Final Plan
Team Building
Leadership Theories
What is a Manager?
What Distinguishes a Leader?
The Difference between Leading and Managing
The Task of Team Building
Assembling the Team: Skills and Knowledge
Communication and the Team
Team Motivation: Rewards and Consequences
The Keys to a Successful Team
Some Challenges in Multicultural and Multilingual Environments
The Drive and the Motivation
The Art of Motivation
About Performance and Motivation
The Effects of Improved Morale
Implementing the Project Plan
The Procurement Plan
Quality Control and Assurance Measures
The Business Communication Model

The Need for Performance Tracking
Using Earned Value Analysis
Managing Change Management
Implementing Budgetary Control Measures
The Closing Stage
Project Closure: An Overview
Acceptance of Deliverables
Releasing Resources
Project Documentation