

# € TRAINING

Guide to Project Management Development  
PMD Pro 1



25 - 29 November 2024  
Geneva (Switzerland)



# Guide to Project Management Development PMD Pro 1

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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.