€TRAINING

Comprehensive Project Management with Best Practices and Compliance

16 - 20 September 2024
Madrid (Spain)

Comprehensive Project Management with Best Practices and Compliance

REF: P333 DATE: 16 - 20 September 2024 Venue: Madrid (Spain) - Fee: 5300 Euro

Introduction:

This training program delves into the intricate aspects of project management, aligning with strategic planning frameworks to ensure effective project execution. It empowers participants to master the complexities of initiating, planning, executing, monitoring, and closing projects successfully.

Program Objectives:

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

- Establish project goals and objectives directly linked to stakeholders' needs, ensuring alignment with project vision.

- Develop work breakdown structures to systematically organize project tasks and activities.

- Create realistic, measurable objectives to ensure favorable project outcomes and track progress effectively.

- Estimate project time and costs using reliable techniques to facilitate resource planning and budget management.

- Implement a project control system to monitor progress and mitigate risks, utilizing practical methodologies to address stakeholder concerns.

Targeted Audience:

- Project managers and team leaders.

- Project planners and schedulers.

- Project coordinators and engineers.

- Construction managers and supervisors.

- Project control professionals.

- Compliance officers and Risk managers.

- Business analysts and consultants.

Program Outlines:

Unit 1:

The Nature of Projects and Project Management:

- Understanding Project/Program and Portfolio Management within strategic planning frameworks.

- Navigating from strategic planning to effective project management implementation.

- Balancing Management Criteria with Engineering Criteria for project success.

- Exploring the Project Life Cycle and its phases from initiation to closure.

- Managing the Triple Constraints of time, cost, and scope in project execution.

- Mitigating Project Risks and fostering stakeholder engagement throughout the project lifecycle.

- Embracing the multifaceted responsibilities of Project Managers and the supportive role of Senior Management in project delivery.

Unit 2:

Project Initiating, Planning, and Scheduling:

- Establishing the Project Charter and identifying key stakeholders.

- Understanding the importance of Planning and defining project objectives.

- Overviewing the Project Planning process and creating a comprehensive Project Plan.

- Developing the Mission, Vision, Goals, and Objectives of the project.

- Executing basic Project Planning steps including defining requirements and scope.

- Making procurement decisions and structuring the Work Breakdown Structure WBS.

- Sequencing activities, estimating resources, and costs, and planning for communication and quality assurance.

Unit 3:

Risk Management Planning & Control:

- Understanding Risk Management: Overview and Definitions.

- Defining Certainty, Risk, and Uncertainty in project contexts.

- Identifying Project Risks and the necessity of Risk Management.

- Exploring the primary aspects and planning process of Risk Management.

- Techniques for Risk Identification, Assessment, and Prioritization.

- Conducting Qualitative and Quantitative Risk Analysis.

- Developing Risk Avoidance and Contingency Plans.

- Implementing Risk Management Controls and tracking risk activities for effective evaluation and updates.

Unit 4:

Project Execution, Monitoring & Control:

- Directing and Managing Project Execution, including overseeing tasks and activities.

- Monitoring Work Performance Information to ensure progress aligns with project goals.

- Managing the Project Team to optimize productivity and collaboration.

- Addressing Stakeholder Expectations to maintain alignment with project objectives.

- Tracking Project Deliverables to ensure timely completion and quality standards.

- Implementing Project Control methodologies like Earned Value Management EVM for integrated control and change management.

Unit 5:

Project Closure:

- Effective Project Closure Plan and objectives.

- Administrative Closure.

- Contract Closure.

- Project Closure and Contract Closure Interaction.

- Post-Project Evaluation.

- Success Celebration.