

Project Management Training - 2 days

This two day Project Management training course is designed to teach you excellent Project Management skills. During this Project management training course delegates will learn the Project Management skills required to successfully implement any project, within budget and on schedule.

Project Management Training Course Objectives:-

Having completed this Project Management training course participants will be able to:

- Define the concept of Project Management
- List the skills required to manage projects effectively
- Outline the process of Project Management
- Use recognised tools and techniques to plan
- Carry out a potential problem analysis
- Explain the cost dimension of managing projects
- Apply the skills and techniques necessary to ensure successful Project Management

Project Management Training Course Content

Welcome and Introductions

Defining Project Management

Success Criteria:

- The role of the project manager
- The skills of project management
- The process of project management

Defining the Project:

- Stating the project brief
- Developing the objectives
- Producing a work breakdown structure

Planning the Project:

- Developing the Schedule
- Developing the budget
- Potential problem analysis
- Principles of contract management
- Team selection

Implementing the Project:

- Managing the project team
- Monitoring through meetings
- Testing against plans
- Progress reports

Completing the Project:

- Delivering the output
- Evaluating the outcome
- Learning from experience

Course validation and close.