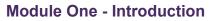
# KEEP IT ON TRACK - SUCCESSFUL PROJECT MANAGEMENT



- What is a Project?
- What is Project Management?
- The Project Managers Role
- Project Control Variables
- Why do Projects Fail?
- Achieving Project Excellence
- The Four Stage Project Life Cycle

# Module Two - Concept & Definition

- Project Organisational Structures
- The Matrix Organisation
- The Project Board
- Roles & Responsibilities
- Defining the Project Objectives
- Feasibility Studies
- Creating a Business Case

### **Module Three - Planning**

- A Step by Step Approach to Planning
- Work Breakdown Structures
- Network Planning
- Precedence Networks
- Time Analysis & the Critical Path
- Milestones
- Resource Planning
- Estimating Techniques; Time & Cost & PERT
- Contingency & Risk Management
- Identify, Quantify & Prioritise
- Risk Management Plans
- Project Communication
- Quality Planning & Agreed Deliverables

### **Module Four - Implementation**

- Control & Reporting
- Managing & Controlling Change
- Monitoring Earned Value

### Module Five - Completion & Evaluation

- Concluding the Project
- Project Review

# **Duration: 2 Days**

Price Per Delegate: £595 (Public Scheduled Course)

Price Per Course: £2,495 (On-Site at Customer Premises)

# Suitable For:

This programme is suitable for those who manage projects now or who will do so in the future. It reviews a variety of approaches to project management.

#### Learning Outcomes:

The course has been designed to take delegates from pre-planning, through setting objectives, task management, planning resources and budgets, record keeping through to post-project evaluation. The tools and techniques explained in this program can be applied to all project types of any scope.

