

PROJECT LEADERSHIP AND BEST PRACTICES FOR EXPERIENCED PROJECT TEAMS

PM-FPM

Duration: 3 days; Instructor-led | Virtual Instructor-led

WHAT WILL YOU LEARN

This course is designed specifically for project management professionals. The assumption made here is that project management professionals here could mean project managers, project leads, project supervisors and project team members with minimum 5 years project experience. These professionals work with project teams on projects in a project environment and are not certified yet as project management professionals.

It is also assumed that these project management professionals may have a lot of experience in project management principles or practices as they may be working in project environments for a few years.

Therefore, the main purpose of this course is to provide a structured detailed working understanding to these project management professionals regarding proper project management principles, concepts and best practices and how these work in tandem with the performing organization and project teams to increase effectiveness and value.

COURSE OBJECTIVES

At the end of the course, participants will:

- Understand the definition of Project Management and be able to differentiate from Operational Processes.
- Have a working understanding of the definition of Program Management and Portfolio Management especially its positioning in the corporate organization.
- Be able to make observations on organization issues and structures specifically how they affect/impact the project environment.
- Have a working understanding of the 5 project management process groups according to PMIs PMBOK Guide 6th Edition.
- Have a working understanding of the 10 project management knowledge areas according to PMIs PMBOK Guide 6th Edition.

Participants will be able to better understand the workings and utilize Project Management Key Concepts and will be in a better position to support project environments better. The organization will also begin to see better alignment, standardization and

consistency towards project management terminology and better practices.

METHODOLOGY

This course aims to develop the competencies of participants through a series of lectures, sharing, case studies, discussions, explanation/simulation on key project management baselines (scope management, schedule management, performance management, stakeholder management and communications management) and through questions and answers sessions held periodically throughout the delivery of the course.

COURSE CONTENTS

Module 1 : Introduction

- Introduce the Trainer and Welcome the participants
- Break the ice and be comfortable with one and another
- Highlight any administrative information
- Gain feedback/consensus on expectations
- Introduce the Course Objectives and provide an Overview about Project Management vs. Operational Management

Module 2 : Definitions

- Provide more clarity on the definition and purpose of good project management principles/practices
- Give a working understanding of program management and its relationship with projects and project management
- Explain portfolio management and its context to program and project management
- Contextualize all of the above within the performing organization

Module 3 : The Organization-Project Environment

- Brief on the various classification of organization structures according to the PMBOK Guide 6th Edition
- Expand on the characteristics of the various organization structures specifically its relationship to projects, project management and the project environment
- Brief and discuss the context of the project-organization environment as a whole

- Discuss organizational issues that can impact the project environment either positively or adversely

Module 4 : Project Management Core Concepts

- Explain the 5-project management core process groups and their functions/purpose
 - Initiating, Planning, Executing, Monitoring and Controlling and Closing
 - Understand all project management processes according to the PMBOK Guide
 - Be able to use key tools, templates and techniques related to key project management processes according to the PMBOK Guide
- Provide a working understanding of the 10 knowledge areas explain why and how these knowledge areas are important/applicable towards project management best practices
 - Integration Management, Scope Management, Schedule Management
 - Cost Management, Quality Management, Human Resource Management
 - Communication Management, Risk Management, Procurement Management
 - Stakeholder Management
- Hands-On practice on Key Project Management Baseline (Control Tools)
 - Create a Work Breakdown Structure (WBS)
 - Create a Project Schedule Network Diagram and Perform a Critical Path Analysis
 - Utilize Earned Value Management (Analysis)
- In-depth working concepts of:
 - Scope Definition, Schedule Development, CoQ (Cost of Quality)
 - Leadership and Team Development/Management, Communications Planning
 - Risk Qualitative and Quantitative Analysis, Contract Types (CPIF and FPIF)
 - Stakeholder Analysis and Engagement