

# Advanced Project Management

Ref	PM 410	PM 680	PM 220
Dates	2 - 6 August 2010	20 - 24 December 2010	21 - 25 March 2011
Venue	California	Kuala Lumpur	Kuala Lumpur
Fees	US\$ 4450	US\$ 4450	US\$ 4450
CPE Credits	30	30	30



EuroMaTech has been reviewed and approved as a provider of project management training by the Project Management Institute (PMI)

## INTRODUCTION

Modern project personnel must be aware of the latest project management tools and skills, and have balanced competencies to succeed in today's global environment. Projects are an integral part of any business but too many of these projects suffer from cost overruns and schedule slippages. This programme presents practical tips and state-of-the-art tools and techniques for the successful completion of complex projects. In this programme you will:

- Enhance your leadership and management skills
- Engage in new project management paradigms
  - Sustain project momentum
- Establish effective cost/schedule control systems
- Implement advanced techniques for tracking project programmes

## WHO SHOULD ATTEND?

- Project professionals who wish to learn advanced techniques in project management
- Also, decision makers, business planners and employees involved in Process Improvement Teams would greatly benefit from attending this programme

## PROGRAMME OBJECTIVES

- Evaluate various project delivery approaches for construction
- Learn advanced project planning, scheduling and control skills
- Manage large, complex projects
- Lead multiple projects simultaneously
- Share resources effectively
- Learn how to set up teams; motivate, delegate, and negotiate
- Learn how to tailor reports to summarize appropriate information

- Learn how to estimate effort, duration and cost of a project
- Learn advanced project management tools for planning and control
- Achieve measurable performance improvements
- Generate staff ownership and responsibility for change
- Handle Proactive and Reactive techniques for project management

## **TRAINING METHODOLOGY**

You will learn by active participation during the programme through the demonstration of computer-based exercises, group discussions, project videos and discussions on "real life" issues in their projects.

## **PROGRAMME SUMMARY**

The major impact of this programme is the integrated treatment of advanced project management issues leading to a more productive and knowledgeable project person.

## **PROGRAMME OUTLINE**

### **DAY 1 - Project Delivery, Financial Analysis and Scope**

- Project Delivery Systems
- Cash Flow Analysis
- Review of Project Economic Evaluation
- Project Objectives and Stakeholder assessment - who wants what?
- Defining Quality
- Communications and Change control - eliminating scope creep
- Working with different personalities
- Quality planning, Assurance and Control

### **DAY 2 - Project Time and Cost Planning and Risk Management**

- Risk Assessment
- Advanced Estimating
- Resource Estimating
- Work Breakdown Structure (WBS)
- Organization Breakdown Structure (OBS)
- Estimating using Crews
- Contingency and Escalation
- Parametric Estimating

### **DAY 3 - Advanced Topics in Projects Scheduling**

- Task Characteristics and Duration Assessment
- Planning and Scheduling Methods
- Critical Path Scheduling
- Resource Allocation Methods
- Time-Cost Tradeoff
- Lead/Lag Scheduling
- Critical Chain scheduling
- Effective status and review meetings

#### **DAY 4 - Monitoring, E-Commerce, IT and Human Resource Issues**

- Using Earned Value to report accomplishment
- Efficient progress reporting using short, meaningful status reports
- Lean Construction Strategies
- Information Technology Adoption Issues
- E-Commerce and its impact on the Industry
- Staff Acquisition
- Team Development and Motivation
- Management styles and Conflict Handling
- Project Closing

#### **DAY 5 - Advanced Project Management Technologies**

- Advanced Scheduling
- Parametric Estimating
- Solid Modelling and CAD standards
- Personal Digital Assistants
- Discrete Event Simulation
- Geographic Information Systems (GIS)
- Global Positioning System (GPS)