ADVANCED PROJECT MANAGEMENT

NPM National Project Management Inc

NORTHWESTERN ONTARIO DEVELOPMENT NETWORK

For project managers who have taken Project Management Tools & Techniques or those with some formal PMI based project management fundamentals training.

What the Workshop Provides

Participants receive more advanced project management skills development training building on the theory and fundamentals learned in Project Management Tools & Techniques. Executing project management in the real world requires practical skills to tackle many issues. Changing client requirements, multiple scope change requests, limited resources, lack of authority, difficult clients are all problems which the project manager often faces and must manage and control. This course provides a comprehensive overview of the issues which project managers face in their work and provides practical tools, based on PMI and PMBOK best practices, for managing them. Instruction and industry examples of these methodologies are provided in an interactive format.

What Participants Learn

Master advanced project management skills and tools that enable you to
- Properly manage project initiation
- Formulate and execute the project plan
- Create strategies to manage risk
- Measure performance & maintain control
- Create strategies to manage client expectations and achieve client satisfaction
- Establish methodologies for integrating project management into your daily work

Workshop Format

This hands-on workshop includes instruction and exercises that reinforce the learning. Participants are grouped in teams that plan and manage real projects using the tools and techniques presented in the workshop.

Every participant receives:
- Two full days of instruction
- Comprehensive PM reference binder
- Certificate of completion
- Project management templates

Topics Covered

1. **Initiating the Project**
   The project selection process
   Defining the project requirements
   Aligning the requirements with the scope
   Strategies for using the project charter

2. **Scope of Work and Work Breakdowns**
   Defining the scope of work
   Alternative work breakdown structures
   Which WBS is appropriate
   Validating the scope of work

3. **Project Schedules**
   Defining the project activity list
   Activity sequencing
   Strategies for activity duration estimating
   Schedule development
   Critical path analysis

4. **Project Budgets**
   Resource estimating techniques
   Cost estimating
   Contingency analysis
   The cost baseline
   How to report on the project budget and expenditures during each project phase

5. **Project Progress Monitoring/Reporting**
   The project baselines
   Techniques for measuring progress
   Earned value analysis
   Reporting on progress
   Reporting on schedule

5. **Project Progress Monitoring/Reporting (Con't)**
   Reporting on deliverables
   Estimating cost at completion

6. **Change Control Systems**
   Factors which impact scope changes
   Managing change requests
   Scope change documentation
   Change tracking systems
   Change approval authorities

7. **Risk Analysis and Management**
   Risks on projects
   Identifying risks on projects
   Creating the risk register
   Risk analysis
   Corporate tolerance for risk

8. **Managing Project Teams**
   Creating the project organization
   Resourcing the team
   Developing and managing the team
   Conflict management
   Negotiation
   Motivating the team

9. **Project Communications**
   Creating a project communication strategy
   Managing project meetings
   Lessons learned reviews
   Managing stakeholder expectations

March 24 & 25, 2015
The Redhead and the Chef, Masonic Hall, 1600 Dease St, Thunder Bay
8:30 - 4:30
$400
15 PDU
Workshop Code: PM 210

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To Register, visit: www.nodn.com

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