



Training Seminars & Conferences

An Intensive 5-Day Training Seminar On

Advanced Project Management

01 - 05 Jul 2019, London
15 - 19 Sep 2019, Dubai
02 - 06 Dec 2019, Amsterdam
09 - 13 Dec 2019, Colombo



www.euromatech.com

ISO 9001:2015 Certified



ISO 29990:2010 Certified



Advanced Project Management

Course Sub Title Here

INTRODUCTION

This EuroMaTech training course examines advanced project management tools and techniques, building on the basics, to help ensure success for medium to large and complex projects. Project management processes are examined in detail, with advanced thought process, and includes, as stakeholders, what senior management must do within an organization, to support projects and enable successful delivery.

This training course aligns with the Project Management Institute's (PMI®) Project Management Body of Knowledge (PMBOK®)

Participants will develop the following competencies:

- Project Initiation and start up, including roles and responsibilities
- Project scope management in order to build quality into project plans
- Project planning and estimating, including resource and costs
- Critical path and critical chain methodologies to enhance scheduling thought process, and the development of solid, reliable, efficient and effective project plans
- Stakeholder identification and analysis, with strategies for engaging different types of stakeholders
- Advanced project risk and uncertainty analysis. Strategies for handling uncertainty, and applying advanced methods for applying a project management risk process

WHO SHOULD ATTEND?

- Project managers responsible for delivering medium-to-large scale cross-functional projects
- Personnel or managers assigned to projects, who want to learn a structured method and approach for managing projects
- Functional support managers who wish to obtain a clear understanding of the project management process and how they fit into the process
- Middle and senior managers who are responsible for supporting the project management process across an organisation and want a solid understanding of project management

PROGRAMME OBJECTIVES

This Advanced Project Management training course aims to enable participants to achieve the following objectives:

- Increased confidence in time and cost estimates
- Focus on risk management throughout the project life cycle
- Options for handling difficult stakeholders, issues and conflict management
- Track and report project progress with solid metrics, not speculation, enabling control options for sponsors
- Improve stakeholder approach, communication and involvement

TRAINING METHODOLOGY

This EuroMaTech training course will combine presentations with interactive practical exercises, supported by video materials, activities and case studies. Delegates will be encouraged to participate actively in relating the principles of project management to the particular needs of their workplace.

PROGRAMME SUMMARY

This EuroMaTech training course covers how to take responsibility as a project manager for the whole project lifecycle, making sure agreement is reached with key stakeholders in defining the project objectives. With project complexity, dealing with people is very apparent, so developing skills and having a plan to communicate horizontally across the project team, the functional work streams and vertically with senior levels of management is paramount. Knowing what will be delivered, by when, by who, how etc., means effective scope definition and utilizing scheduling methods to gain agreement to proceed is essential for supporting project control. Plans must be realistic though and thought through risk management and contingency planning is necessary and essential. Finally executing the plans will involve reporting, managing issues and change control, before on completion, closing the project appropriately and learning lessons for the next project.



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

Participants attending this training session are entitled to receive:
25 Professional Development Unit (PDUs)

The PMI logo is a registered mark of the Project Management Institute, Inc.

PROGRAM OUTLINE

DAY 01

Introduction

- Why do we do Projects?
- What is a Project?
- What is Project Management?
- Project Delivery Systems / Life-cycle Models
- Initiating Projects
- Project Selection
- Selecting the right Project Manager
- Project Objectives
- Identification of Stakeholders
- Stakeholder Analysis
- Management of Stakeholders

DAY 02

Planning

- Scope Identification
- Estimating Duration Assessment
- Planning and Scheduling Methods
- Critical Path Scheduling
- Resource Allocation Methods
- Time-Cost Trade-off
- Lead / Lag
- Critical Chain Scheduling

DAY 03

Proactive Project Risk Management

- What do we mean by Risk?
- Risk vs. Uncertainty
- Attitudes Towards Risk
- Risk Identification, Factors and Sources
- Risk Analysis Approaches
- Qualification and Quantification of Probability and Impact
- Dealing with Subjective Elements of Risk
- Risk Strategies

DAY 04

Executing

- Lean Construction Strategies
- Staff Acquisition
- Team Development and Motivation
- Leadership vs Management
- Management styles and Conflict Handling

DAY 05

Establishing your Leadership Presence with Impact

- Monitoring and Controlling
- Earned Value Management
- Implementing Risk strategies
- Project Closing

IN-HOUSE TRAINING

EuroMaTech is capable of conducting this training programme exclusively for your delegates. Please e-mail us on inhouse@euromatech.ae for further information and/or to receive a comprehensive proposal.

QUALITY CERTIFICATIONS & ACCREDITATIONS

EuroMaTech is proud to be associated with the following accreditation bodies:



The PMI® Registered Education Provider logo is a registered mark of the Project Management Institute, Inc.

Advanced Project Management

✓	Date	Venue	Fee(\$)
	01 - 05 Jul 2019	London	US\$5,950
	15 - 19 Sep 2019	Dubai	US\$4,950
	02 - 06 Dec 2019	Amsterdam	US\$5,950
	09 - 13 Dec 2019	Colombo	US\$5,950

*This fee is inclusive of instruction materials, documentation, lunch, coffee/tea breaks & snack. All Fees are subject to 5% Value Added Tax (VAT).**

Your Details

Name (Mr/Ms):.....
 Position:..... Organisation:.....
 Address:.....

 City / Country:
 Telephone / Fax:

Mode Of Payment

- Please find enclosed a cheque made payable to EuroMaTech
 Please invoice me
 Please invoice my company as follows:

Contact Name:
 Company Name:
 Address:.....

Documentation

High Quality material has been prepared by the Seminar Leader for distribution to delegates. In addition, a special note pad to facilitate note taking will be provided.

Certificates

A Certificate of Completion will be issued to those who attend & successfully complete the programme.

Schedule

Our Course timings commences at 08:30 and concludes at 14:00, followed by lunch on a daily basis.

Hotel Accommodation

EuroMaTech has negotiated special rates for a limited number of rooms in the hotel. Early registration will help to secure a room at the reduced rate.

Registration & Payment

Please complete the registration form on this page & return it to us indicating your preferred mode of payment. For Further Information, Contact Your Nearest EuroMaTech Office.

Cancellation Policy

Request for seminar cancellation must be made in writing & received at EuroMaTech three weeks prior to the seminar date. A U.S.\$250/- processing fee will be charged per delegate for each cancellation. Thereafter, we regret that we are unable to refund any fees due, although in such cases we would be happy to welcome a colleague who would substitute for you.

Disclaimer

EuroMaTech reserves the right to alter the content, location of the Seminar, or the identity of the speakers in case of events beyond our control.

***VAT Announcement:** The Government of UAE have introduced Value Added Tax (VAT) on goods and services from 01-January-2018. In compliance with the legislation issued by the UAE Government, we will be applying a 5% VAT on the fees for all our programs and services offered from January 2018 as applicable and stipulated in the FTA circulars.

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