

An Intensive 5-Day Training Seminar On

# Decision Making in Projects (Engineering)

## Initiation, Planning, Monitoring & Control

27 - 31 Oct 2019, Dubai  
17 - 21 Feb 2020, London  
25 - 29 Oct 2020, Dubai



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### INTRODUCTION

Project management professionals are increasingly required to make business decisions under pressure in complex, uncertain and highly dynamic situations. Some decisions expect and allow thorough data gathering and analysis, some are made based on an educated guess or driven by intuition. What drives our choices and judgments? How do we improve the quality of our decisions? How do we influence others' conclusions?

Through decision making models we do not essentially plan for the risks, but we perform a reality check with what should be the step which shall be taken in response to a particular situation. This situation may account for positive or negative risks and for the risks we can deduce a risk response plan accordingly. Project management thrives on the rationality of decisions and here is where it is important for professionals to have a process which enables project team to decide rationally about different aspects of the project. Rational decision making is required throughout the project life cycle and at each project stage.

EuroMaTech's Decision Making in Projects training course explores how to use rational decision-making tools to ensure projects deliver valuable outcomes within time and budget constraints. It covers key decisions during project initiation, planning, monitoring and control to solve typical project management problems. It also considers how to manage uncertainty through the use of contemporary risk management techniques.

**Participants on EuroMaTech's Decision Making in Projects training course will develop the following competencies:**

- Identify the problem, gather relevant information
- Look out for the constraints and limitations
- Find, analyse all the alternatives and select the best of them
- Implement and establish a control and valuation system

### WHO SHOULD ATTEND?

**EuroMaTech's Decision Making in Projects training course is suitable for a wide range of professionals, but will be particularly beneficial to:**

- Project management professionals
- Financial planning and forecasting specialists
- Internal auditors and management accountants
- Professionals who make or support project decisions and would like to be able to develop well justified business solutions

### PROGRAMME OBJECTIVES

**EuroMaTech's Decision Making in Projects training course aims to help participants to develop the following critical objectives:**

- Understand the meaning and impact of critical thinking and rational decision making in projects
- Know how to apply key project management tools and techniques at strategic, corporate and operational levels
- Develop and justify viable project management solutions based on a rational analysis and latest findings of decision science
- Appreciate project management processes and knowledge areas
- Improve the quality of business decisions through effective idea generation and analysis, critical thinking, creative problem solving & risk assessment
- Develop skills in project initiation, planning and control
- Apply key qualitative and quantitative analysis techniques to typical project situations

### TRAINING METHODOLOGY

EuroMaTech's Decision Making in Projects training course will combine presentations with instructor-guided interactive discussions between participants relating to their individual interests. Practical exercises, video material and case studies aiming at stimulating these discussions and providing maximum benefit to the participants will support the formal presentation sessions. Above all, the course leader will make extensive use of case examples and case studies of issues in which he has been personally involved.

### PROGRAMME SUMMARY

EuroMaTech's Decision Making in Projects training course is designed to present the basics of decision science in the project management context, and will have above all a practical focus on decision-making in typical project situations.

The focus of this training course is on the understanding project management processes and activities. This will include detailed presentation and discussion of contemporary leading-edge approaches to project selection, planning, estimating, scheduling, and effective control.

# PROGRAM OUTLINE

## DAY 01

### Fundamentals of Project Management and Decision Analysis

- Fundamentals of business decision making processes and factors that influence them; decision science; critical thinking
- Strategic, corporate and operational decisions
- What is project management and why is it important?
- Typical problems and difficulties of projects
- The project life cycle and project management processes
- Fundamentals of project selection, classification and option analysis

## DAY 02

### Project Initiation and Risk Management

- Identifying business needs and their relevant strategic context; problem definition
- Collecting project requirements
- Determining project objectives and scope, priorities and constraints
- Managing risk in projects
- Using analytical tools to help make effective decisions under certainty, risk and uncertainty; payoff tables, decision trees

## DAY 03

### Problem Solving and Decision Making During Project Planning

- Analysing and developing a project work breakdown structure
- Establishing logical progression of work – project networks
- Estimating task durations and budgets
- Quantitative analysis techniques
- Time scheduling: Critical path and float

## DAY 04

### Project Resourcing, Monitoring and Control

- Resource scheduling and budgeting
- Preparing for project execution and communicating the plan
- Project monitoring and control
- Earned Value Analysis
- Decision making to address project creeps and time delays

## DAY 05

### Project Evaluation and Benefit Realisation

- Successful project completion and hand-over
- End of project evaluation
- Assessing benefit realisation
- Learning lessons from the project
- Improving project decisions

## IN-HOUSE TRAINING

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

## QUALITY CERTIFICATIONS & ACCREDITATIONS



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✓	Date	Venue	Fee(\$)
	27 - 31 Oct 2019	Dubai	US\$4,950
	17 - 21 Feb 2020	London	US\$5,950
	25 - 29 Oct 2020	Dubai	US\$4,950

*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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