



**PAUL
KAERGER**

Management
Solutions

Intermediate Project Management

This is a three day workshop providing attendees with an in-depth understanding of how to manage medium sized projects.

This course is aimed at people who have had some experience of managing small projects and want to develop their skills and consolidate their learning to equip them with the challenges of larger and more complex projects.

Learning Outcomes

The key learning points for this workshop will be:

- Understanding the project life-cycle
- Understanding how to measure the success of a project
- Project Planning and Estimating
- Project reporting and risk
- Managing project stakeholders

Approach

The Course is split as follows:

DAY ONE

Day 1 provides a review of project management methodologies and the causes of project success and failure.

- Developing the case for a structured project management approach
- Understanding the project life-cycle
- Understanding Critical Success Factors and how they influence project design
- Assessing a project's feasibility

see over

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DAY TWO

Day 2 looks at project planning and estimation in more detail

- Project Planning, including developing a work breakdown structure
- Defining project deliverables
- Project Estimation - Developing and managing a project budget

DAY THREE

Day 3 focusses on project reporting and communication and governance.

- Project Governance - the role of project boards in successful delivery
- Managing project stakeholders and communication planning
- Project Reporting and the PMO
- Identifying and Managing Project Risks

This course is independent of any project methodology. Its aim is to provide you with the core skills you need to deliver successful projects within any given methodology. It is interactive with attendees being given lots of exercises and lots of opportunities to input their own ideas and experiences so that people come away with a lot of shared knowledge.

End

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