

Effective Project Planning Workshop

20Th - 22Th August 2009

The Project Planning Workshop teaches the fundamental project management skills required to plan development and maintenance projects.

COURSE OUTCOMES

A two-day, on-site engagement, the Project Planning Workshop is a hands-on workshop that helps you set realistic objectives, identify tasks, develop estimates, build schedules, and manage project resources. Class materials are based on industry best practices from ISO standards and the project management body of knowledge (PMBOK®) of the Project Management Institute.

In instructor-led sessions, you review, critique, and use tailored templates for key project management work products, such as project plans and schedules. Exercises focus on fundamental skills needed to establish a work breakdown structure, estimate effort using Wideband Delphi techniques, and schedule the project.

You will learn to identify the key characteristics of resources needed by a project and how they affect the schedule. In the final course exercise, you build an action plan to use the workshop materials in your work environment.

After completing this workshop, you will be able to identify primary project manager activities for the full project lifecycle and draft an initial project schedule.

COURSE CONCEPTS

- Initiating a Project
- Establishing Expectations and Priorities
- Selecting a Project Lifecycle Model
- Building a Work Breakdown Structure
- Developing an Estimate of Effort
- Organizing the Project Team and Other Resources
- Building a Project Schedule

COURSE INFORMATION

Course No:	GFPPM01
Format:	Instructor-Led
Duration:	2-Days Residential
Venue:	Jumuia Conference and Country Home Limuru - Nairobi Kenya
Participation fee:	USD 450
Audience:	Project managers, team leaders, development managers, process group members
Pre-requisites:	None

Actual course content is available on request and is subject to modification.

For more information, including course payment and availability,
please contact: ben@globalfuturewise.com or globalfuturewise@gmail.com