Project Management Training >

Project Management: Skills for Success

Workshop Course 296 • 4 Days   Attendee Rating ★★★★★

You Will Learn How To:

- Manage and deliver successful projects for stakeholder satisfaction
- Apply best practices to plan a project using a proven five-step process
- Estimate and schedule task work, duration and costs with confidence
- Implement risk management techniques and mitigation strategies
- Lead a project team and monitor project progress through successful execution

Active Learning Workshop:

- Agreeing on clear project goals and measurable deliverables
- Scoping a project and estimating task duration and work
- Determining task dependencies and calculating the schedule
- Developing risk management strategies and contingency plans
- Producing the baseline implementation plan
- Managing changes and reporting progress
- Use of Computing Sandbox™

About This Course: Through a simulated case study, you learn how to successfully plan, manage and deliver projects. You also learn how to implement project management processes, develop leadership skills and respond to real-world scenarios.

Request Info   **PDF / Print**

See All Courses in this Topic Area

See All 1-DAY BOOT CAMPS

▼ Course Content   ▶ Tuition & Benefits   ▶ Certification-Credits   ▶ FAQ

Project Management: Skills for Success

Workshop Course 296 • 4 Days

Course 296 Content   −

Many Ways to Attend this Course...

Attend this live, instructor-led course In-Class or LIVE, Online from your Home, Work or nearest AnyWare Centre using AnyWare™

AnyWare Learning Centres   +

Course Dates 4 Days	Course Attendance Method	
	Attend Live from Home, Work or AnyWare Centre	Attend Live In-Class
STEP 1 Select Your Date:	**STEP 2** Select Method: AnyWare ← OR → Classroom	
Feb 16 - 19	AnyWare	Herndon/Reston
Feb 23 - 26	AnyWare	Alexandria
Mar 15 - 18	AnyWare	Rockville
Mar 21 - 24	AnyWare	Ottawa
Apr 5 - 8	AnyWare	Alexandria
Apr 26 - 29	AnyWare	New York
May 10 - 13	AnyWare	Alexandria
May 17 - 20	AnyWare	New York
May 24 - 27	AnyWare	Herndon/Reston
Jun 7 - 10	AnyWare	Toronto
Jun 14 - 17	AnyWare	Rockville
Jun 21 - 24	AnyWare	New York
Jun 28 - Jul 1	AnyWare	Alexandria

TO ENROL

Introduction
- Building a project navigation system
- Defining the project management process
- Identifying key documents, deliverables and approvals
- Negotiating realistic constraints for project success
- Applying project management standards

Launching Your Project
Building an appropriate governance structure
- Ensuring project sponsorship and business ownership
- Gaining the support of subject matter experts
- Clarifying the role of other managers and third parties

Defining the project
- Validating business drivers and goals
- Determining project objectives and deliverables
- Tracking and managing project issues

Authorizing the project
- Writing the project business case
- Developing the project charter
- Securing project approval

The Five-Step Planning Process
Identifying and estimating the work
- Working with project stakeholders
- Defining scope with Work Breakdown Structures (WBS)
- Driving the plan down to manageable tasks
- Building high-confidence estimates
- Leveraging three-point estimating to refine accuracy

Scheduling and budgeting the work
- Converting the WBS to precedence networks
- Determining the critical path tasks
- Calculating project duration
- Building and analyzing Gantt charts
- Using float effectively in the schedule

Building and leading the project team
- Identifying and securing project resources
- Optimizing the use of project resources
- Preparing and agreeing on task contracts
- Developing and motivating the project team
- Managing virtual and matrix teams

Managing project risks
- Identifying project risks and assumptions
- Creating a Risk Breakdown Structure (RBS)
- Assessing risk probabilities and impacts
- Planning appropriate responses and actions
- Using a Risk Register and Risk Distribution Graph

Baselining the project plan
- Developing the project change control plan
- Validating essential supporting processes
- Conducting the project health check
- Creating the project baseline
- Securing authorization to run the project

Running the Project
Employing the four-step project control cycle

Tuition & Savings Plans

Take advantage of our Multi-Course Tuition Savings Plans. Learn more »

HASSLE-FREE ENROLMENT

Enrol in Your Learning Tree Course with Peace of Mind

- ▶ The tuition for your course is NOT DUE until a month after you attend.
- ▶ There are NO FEES for Rescheduling or Canceling your course at ANY time.
- ▶ Your satisfaction is 100% Guaranteed ... or you pay no tuition.

FREE ATTENDEE

BENEFITS!

My Learning Tree
Your Personal Training Account

FREE After-Course Instructor Coaching

FREE Computing Sandbox™
For Practice & Experiments

Questions? Call an Attendee or an Instructor

Learn more about these and other FREE Benefits, Click Here or Call 1-888-843-8733

You can bring this course on-site to your organization

Bring Learning Tree Training to your workplace with our On-Site Training Solution. Learn more »

- Avoiding the common causes of project failure
- Building a real-time feedback loop
- Managing stakeholder expectations

Tracking and monitoring task performance
- Clarifying key metrics and data collection methods
- Utilizing the two kinds of monitoring
- Avoiding the 90%-complete trap

Analyzing progress against the baseline
- Tracking planned vs. actual task performance
- Projecting the impact of variation to the baseline
- Performing root cause analysis

Correcting the project plan
- Implementing, correcting and optimizing strategies
- Fast-tracking the project schedule
- Crashing the critical path tasks

Reporting project status
- Communicating status to stakeholders
- Creating milestone reports
- Using project scorecards and dashboards

Successful Project Closure
- Conducting a post-project review
- Brainstorming lessons learned
- Closing out the project
- Celebrating your project success

Who Should Attend	+

Related Courses	+

Training Hours	+

Recently Viewed Courses:
- Influence Skills: Getting Results without Direct Authority
- Communication Skills: Results through Collaboration
- Management Skills
- Disaster Recovery Planning: Ensuring Business Continuity
- Complex Project Management

Attendees Who Took This Course Also Took:
- Achieving ITIL Foundation Certification
- Complex Project Management
- Influence Skills: Getting Results without Direct Authority
- Agile Project Management with Scrum
- Developing User Requirements: The Key to Project Success

TUITION & SAVINGS
Standard Tuition
Government Tuition Savings
Returning Attendee Tuition Savings
1-DAY BOOT CAMP Tuition
Multi-Course Tuition Savings Plans
Hassle-Free Enrolment

HELP & INFORMATION
Customer Service
Why Choose Learning Tree
Meet Our Instructors
Training Hours
Training Locations
Careers
Contact Us

USEFUL LINKS
Skills Assessments
Team Training Solutions
Course Scheduling Tool
Course Index
FREE Resources
Attendee Benefits
Download Our Catalogue

STAY CONNECTED

Learning Tree International | 2300-160 Elgin Street | Ottawa, Ontario K2P 2N8 | 1-888-843-8733

Choose Your Country: