Sys·tem·a·tion®

Advanced Project Management

The Advanced Project Management workshop gives seasoned project managers the knowledge and skills necessary to successfully manage increasingly complex project issues to meet desired goals and objectives. Assuming a mastery of project planning, this workshop extends skills to the remaining project management processes covering areas such as avoiding mistakes when executing and controlling a project, dealing with evolving stakeholder expectations, using trend analysis to measure project performance and improving project outcomes.

DURATION:
Traditional - 3 days.
Virtual - 24 hours.

CAPACITY: 20 people.

WHO SHOULD ATTEND: those who have mastered the planning process, are experienced with all aspects of the discipline, and are now looking for ways to develop their execution and control skills on larger, more complex projects.

PREREQUISITES: Experience in reading and analyzing outputs from scheduling software such as Microsoft® Project. Experience in managing projects. Fast Start® In Project Management or Project Management for Information Systems.
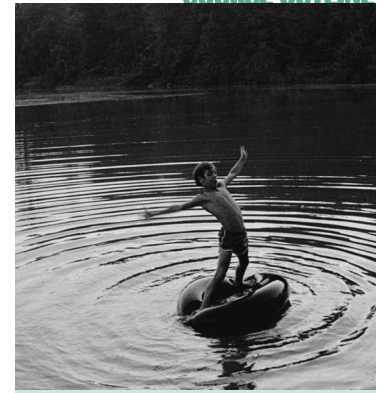
PDUs: 24 credits.

FEATURES

- Our facilitators bring real-world experience to every workshop.

- Participants will be led, not lectured, through a combination of presentations and hands-on exercises.

- Our workshops provide an experiential environment where participants can take risks and make adjustments based on their results before approaching large projects.

- Our workshop is consistent with the Project Management Institute's *A Guide to the Project Management Body of Knowledge (PMBOK® Guide).*

DISCOVER HOW TO

- Identify key stakeholders, assess project feasibility, and solicit authorization.

- Communicate weekly tasks that are scheduled for completion with a focus on critical tasks.

- Update plan components, manage team and stakeholder expectations, and communicate progress and status consistently and predictably.

- Manage cost, scope, time, risk, quality, and project change according to a set of processes.

- Use project metrics and process documentation to learn how to manage projects better.

- Analyze projects and the project management process continually.

PMBOK is a registered mark of the Project Management Institute, Inc.

COMPETENCIES

Initiation
Scope Verification
Quality Control
Project Plan Execution
Scope Control
Performance Reporting
Quality Assurance
Schedule Control
Risk Monitoring and Control
Information Distribution
Cost Control
Closing Process
Integrated Change Control
Earned Value Management
Stakeholder Identification
Stakeholder Management
    Planning
Stakeholder Engagement
    Management and Control
Stakeholder Identification
Stakeholder Management
    Planning
Stakeholder Engagement
    Management and Control

PM KNOWLEDGE AREAS

Integration Management
Scope Management
Time Management
Cost Management
Quality Management
Human Resource Management
Communications Management
Risk Management
Stakeholder Management

OUTLINE SUMMARY

Project Selection and Initiation

- Initiating projects.
- When do projects start? Defining the project life cycle.
- Tips for defining the start of a project.
- Considerations for initiating projects.
- Key elements of the initiating process.
- Guidelines for project initiation.

Project Execution Methodology

- Starting project work.
- Manage Stakeholders
- Managing stakeholders.
- Getting work done.
- Capturing progress and status.
- Forecasting future work.

Project Variance and Control

- Performance metrics.
- Understanding what causes variance.
- Taking corrective action to overcome variance.
- Managing change, quality, and risk.

Project Closure and Learning

- The challenge of project closure.
- When and how to learn from projects.
- Project closure reporting and archiving process.

Sys·tem·a′·tion

Get to the Heart of the Matter.®