

PM 104: Advanced Project Management Concepts, Tools and Techniques

Length: 1 Day

COURSE CONTENT

1: PROJECT MANAGEMENT SOFT SKILLS

- Leadership
- Negotiation
- Motivation
- Project Politics and Cultural Awareness
- Exercise: Project Politics: What's Your Experience?

2: INTEGRATING PROGRESS, COST, AND SCHEDULE WITH EARNED VALUE MANAGEMENT

- Guided Exercise
- Introduction and Basic Concepts of EVMS
- Basic EVMS Computations
- Using EVMS for Forecasting
- Using EVMS to Get Back on Track

3: ORGANIZATIONAL CHANGE MANAGEMENT

- The Need for Organizational Change Management
- Assessing Organizational Readiness
- The Use of Appreciative Inquiry for Organizational Change

4: ADVANCED SCHEDULING

- Guided Exercise: Systems Analysis and Design
- AOA Diagrams and Advanced Computations
- AON Diagrams and Advanced Computations
- DRED – What Really Happens When Resources are Doubled
- Goldratt's Chain
- Digging Deeper into PERT

5: IMPROVING PROJECT MANAGEMENT QUALITY

- Guided Exercise: The Case of the Missed Requirements
- Seven Basic Quality Tools
- Introduction to Continuous Improvement
- Why and How to Measure Project Quality
- Improving Project Management Through Continuous Improvement

6: PROJECT RESCUE (OR PROJECT COMMUNICATIONS)

- Conducting Project Reviews
- Analyze and Prepare a Review Report
- Taking Recovery Steps
- Execute Recovery and Plan the Future

7: PROJECT COMMUNICATIONS

- Guided Exercise
- Stakeholder Identification
- Communications Model
- Building a Stakeholder Friendly Communications Plan