



Project Planning Breakthroughs

Who Should Attend

Anyone, novice or veteran, who manages, supports or initiates projects.

Format:

Either:

- 3 x 1-day, instructor-led face-to-face workshop
- 4 x 4-hours, instructor-led online sessions

What's Included

- A Comprehensive Learning Guide
- A Complete Project Planning Kit
- The book 'Making it Happen - a Non-Technical Guide to Project Management'
- **LearningLink:** Our monthly productivity e-newsletter to keep you updated.
- Priority Management is an Authorized Training Partner with the Project Management Institute and attendees are eligible for PDUs (Professional Development Units).



Project Plans that Actually Work

This practical training program provides a streamlined overview of the basics, while focusing on a vastly improved methodology to meet the rigorous challenges of developing a project execution plan. Real world examples give people the skills and confidence to plan, lead and deliver projects successfully.

This course will help you:

- Develop a complete and comprehensive Objective Statement; the foundation of a successful project
- Create a detailed Execution Plan using a unique process called Objective Driven Logic, applied to a Time-Scaled Dependency Chart
- Apply a simple, yet powerful method to resolve complex resource constraints
- Calculate a detailed Budget and Cash Requirement Projection
- Integrate contingency planning through "Scenario Estimating"
- Determine where and when to best apply project management software
- Bring final closure to the project through the application of a 3-level review process

Related Training:

- WorkingSm@rt with Microsoft Project
- WorkingSm@rt with Microsoft Teams

Priority Management Training

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Synopsis:

Streamline Project Success

- Having trouble defining clear project objectives and scope?
- Unable to determine tasks, timelines and dependencies?
- Wrestling with resource allocation and constraints?
- Lacking project budgeting skills?
- Don't know how to handle project change?
- Juggling operational commitments and project work?
- Rushing project closure and missing lessons learned?
- Want to boost team morale and satisfaction with projects?

The Project Planning Breakthroughs Workshop focuses on the challenge of providing practical improvement solutions to organizations that often already know the basics of project management. This is accomplished by two important breakthroughs: For the novice, the course provides a streamlined overview of the basics, while focusing on the rigorous challenges to developing the crucial element of the project Execution Plan. For the veteran, the course provides a brief, yet relevant overview to the basics with a strong emphasis on a vastly improved method for developing the project Execution Plan.

Introduction

We start by looking at the development of project management in both traditional and non-traditional project organizations.

Unit 1: Genesis

Learn to lay a solid foundation for the project. This unit clarifies the project objective, scope, roles and responsibilities through tools like the Objective Statement and Project Charter

Unit 2: Design

Understand the design framework and the importance of performance criteria. This unit focuses on developing project requirements and performance criteria to measure success.



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Unit 3: Execution Planning

Learn how to create a project execution plan. This unit presents methods and tools to determine project tasks, timelines, resource allocation, budgets, and resolving constraints.

Unit 4: Execution

Learn how to manage the project plan including changes. This unit handles project change management, coping with operational vs project work, and bringing projects to successful closure.

Unit 5: Review

Understand how to learn from the experiences. This unit ensures satisfaction and key learnings through a 3-level review process at project closure.

Priority[®]

A Better Way To Work

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