Project &Quality Management · PQ281

The Complete Course on Project Management

Duration	Fee	Category
1 Week	**from £1,400**	**Project &Quality Management**
Ref	**Language**	**Certificate**
PQ281	**English**	**Certificate of attendance**

Introduction

Project Management has gone beyond being merely a personal skill set. It is now considered a vital organizational competency. So whether you are charged with increasing your organization's total project management capability or you are playing a role in a project, you will find this course offering a complete guide for managing any type of project. The course is designed to help you master the science of project management and to provide you with a solid foundation for the art of project management and leadership.

Course Objectives of Project Management

The bottom line is project management is about applying specific principles to bring in projects on time, within budget, and to specifications. As a result, the key objective of this course is to master planning tools, management techniques, and people skills that will ensure project success.

Course Process of Project Management

The course uses both conventional and non-traditional techniques, utilizes hands-on case studies and group discussions and provides thorough coverage of concepts, techniques, and relevant case studies.

Course Benefits of Project Management

- A better understanding of project selection decisions
- Improved ability of delegates to plan, schedule and control a project
- Mastering inter-personal skills needed to effectively manage project teams
- Improved ability to develop appropriate performance measures
- A wider choice of project planning techniques

Core Competencies of Project Management

- Planning theory and application
- Risk analysis & management
- Cost estimating

- Budgeting
- Performance management
- Project progress reporting

Who Should Attend

This course is designed for professionals involved in any aspect of project management, including but not limited to:

- Project Managers
- Team Leaders
- Business Analysts
- Operations Managers
- Project Coordinators and Supervisors who support project managers in scheduling, budgeting, and controlling.
- Consultants and Advisors involved in providing guidance on project implementation.
- Anyone transitioning into project management roles

Course Outlines of Project Management

Day 1

The World of Project Management

- Project lifecycle model
- Classic and modern project constraints and parameters
- The concept of project management maturity
- Selecting projects to meet organizational goals
- Aggregating projects into programs and portfolios
- Establishing a project support office
- Considering and confronting uncertainty in project selection decisions
- Project data, information and knowledge management
- The art, science, and practice of project management
- Case Studies

Day 2

Project Planning, Scheduling, and Budgeting

- Project plan vs. Project planning
- Strategic, tactical and operational planning
- The contents of a project plan
- Level of detail in scheduling
- Network logic and dependency analysis
- Project uncertainty and risk management
- Introducing uncertainty in planning
- Fundamentals of budgeting & cost control
- Methods of budgeting
- Improving cost estimates
- Best practices of project planning, scheduling, and budgeting

Day 3

Project Resourcing, Monitoring, and Control

- Resource allocation
- Expediting a project
- Allocating scarce resources to projects
- The Critical Chain approach
- Designing the monitoring cycle
- Performance indicators and feedback mechanisms
- Earned value management
- Designing the change-control system
- Proactive management and plan updating
- Case Studies

Day 4

The Project Manager’s Roles and Responsibilities

- Selection of the Project Manager
- Project Team-building and empowerment
- Team management challenges
- Delegating with confidence
- Communication within the project team
- Project team leadership
- Multidisciplinary teams
- Conflict handling
- Best practices of people-based project management
- Case Studies and Group Exercises

Day 5

Project Evaluation, Reporting, Closure, and Hand-over

- Evaluation criteria
- Project auditing
- Project review meetings
- Analyzing project performance
- Progress reports and records
- Determinants of project success
- Successful project hand-over
- Lessons learned and creating a learning culture
- Best practices of project evaluation, reporting, and closure

Dates & Venues

Date	Venue	Duration	Fee
22 - 26 Nov 2026	Amman (Jordan)	1 Week	£3,100
23 - 27 Nov 2026	Barcelona (Spain)	1 Week	£5,000
29 Nov 2026 - 3 Dec 2026	Online	1 Week	£1,400
29 Nov 2026 - 3 Dec 2026	Istanbul	1 Week	£5,000
30 Nov 2026 - 4 Dec 2026	London	1 Week	£5,000
30 Nov 2026 - 4 Dec 2026	Kuala Lumpur	1 Week	£5,000
6 - 10 Dec 2026	Dubai	1 Week	£3,650
7 - 11 Dec 2026	Amsterdam	1 Week	£5,150
13 - 17 Dec 2026	Cairo	1 Week	£3,100
13 - 17 Dec 2026	Manama (Bahrain)	1 Week	£3,650

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