

## PROJECT MANAGEMENT

Dates: Flexible      Venue: Aberdeen/London UK, Duration: 4 Weeks

### DESCRIPTION

Globally, organisations are undertaking more and more of their work in the form of projects. As the effectiveness of project work becomes increasingly important to organisations, there is the need to better understand how project management adds value. This course is highly interactive, using computer models, case studies and exercises to reinforce theoretical concepts, as well as enable delegates to see relationships and connections projects peculiar to their organisations.

**WHO SHOULD ATTEND** CEO's, Company Directors, Senior Sustainability/ CSR Managers, HR Executive, Finance Directors/Managers, Business Development Managers/ Executives, Company Secretaries, Senior Policy Makers & Public Officers, HSE Directors/Managers, and Managers who plan or serves as an interface between their company and stakeholders.

### BENEFITS FOR EACH DELEGATE

- Pre-arrival Documentation including Visa Support Letters
- Assistance with securing suitable Accommodation
- Welcome Pack
- Course Material
- Access to Internet and BBC News Channels
- An opportunity to meet wide range of business executives from different organisations and background
- Lunch and Light Refreshments
- Course Certificate
- Complimentary Airport Transfers
- Complimentary laptop loaded with appropriate project management software
- Delegates will be supported as they take action to make their organisations more sustainable
- Follow-up meeting/visit discussing progress and share further challenges with the aim to provide solutions

### COURSE OBJECTIVE CONTENT

- Project management concepts
- Project definition
- Project Objectives
- Work breakdown structure
- Resource requirements
- Project planning
- Building the project team
- Project deliverables
- Project implementation
- Project monitoring
- Project quality management

- Project human resource management
- Project communication management
- Project cost management
- Project risk management
- Project review
- Project closeout
- Conclusion

## **LEARNING OUTCOME**

By the end of the course participants will have gained understanding of the various components of effective project management. They would be able to plan the scope of their project initiatives; evaluate some of their past projects; as well as develop project classification guide for their organisations. Additionally, participants would be able develop methodologies for managing projects and also be able to develop a plan to maintain effective project management within their organisations for greater efficiency.