

Project Management

Course Outline

At Lexinc, our Project Management Course has been designed to fully equip you to better manage your projects. The course is applicable regardless of the size and scope of the projects you are involved with, and will ensure that you have the appropriate processes and tools to effectively deliver your projects on scope, to budget and on plan.

Desired Results

- Valuable Business Cases that provide clarity to enable the right decisions to be taken
- More effective project team and stronger project leadership
- Reduced costs from implementing projects quicker
- Increased chances of delivering objectives set out in Business Case

Course Duration

1-3 days: This course has been split up into logical topics so that you can pick and choose the topics of particular interest to you. Alternatively you can stick with the fixed 1, 2, or 3 day programme.

DAY ONE: Project Forming

Business Case:

- The purpose and contents of a typical the Business case

Project Planning:

- The scheduling process and the use of project schedules

DAY TWO: Managing the Project

Project life cycles:

- The project life cycle phases

Project management plan:

- The typical contents of the Project Management Plan (PMP).

Project risk management:

- Tools and techniques for risk identification

Project success and benefits management:

- Success criteria and key performance indicators (KPIs) and their uses in defining and measuring project success

DAY THREE Communication & Teamwork

Communication:

- The contents of a communication plan & the importance of effective communication

Teamwork:

- The concept of teamwork & features of a high performing team