Advanced Project Management course

Professional Development Training Course Outline

Category	Project Management	**Duration**	20 Days
Base Fee	$4,000 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Introduction

Project management success hinges on meticulous preparation and strict adherence to established procedures at every stage. You will be more prepared to launch a project if you are familiar with project management and related applications. This course will teach you how to recognize and implement best practices in project management.

Programme Curriculum

Advanced Project Management Course

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Duration

Four weeks

Course Objective:

- Project management processes
- Project management knowledge areas
- Formulas, charts, and theories of project management
- Complex project network diagrams
- Formulas for earned value management
- Compare and contrast processes, knowledge areas, theories, and project management best practices

- Use of MS Project, Advanced Excel, Advanced Access or SQL
- Data Collection using ODK,CSPRO or Google forms
- Data Analysis using STATA or SPSS or R or NVIVO or Excel

Who should attend?

Participants in this course are likely to hold positions in project management in non-governmental organizations (NGOs), national statistical offices (NSOs), educational research institutions (ERICs), government ministries (DMs), central banks (RBs), and universities (R&D).

Course content

Module one: Introduction

- Design and Structure
- Importance of the course

Module two: Project Management, Org Influence, and Project Life Cycle Management

- Introduction
- Deliverable
- How Projects are started
- Difference between Operational work and a project
- Project Management , Program Management and Portfolio Management
- Project Management and Project Management Process Groups Intro
- Project Management Process Groups
- Program Management and Portfolio Management
- Organizational Project Management and Project Governance
- Project Management Office (PMO) and Types of PMO’s
- Project Manager's Role on the Project and Competencies
- Stakeholders and Manage Stakeholder Expectations
- Types of Stakeholders
- Types of Organization Structures
- Matrix Structure and Project Manager's role in a weak matrix
- Enterprise environmental factors and Organization Culture
- Organization Process Assets - Processes, Policies and Procedures
- Work Performance Data, Work Performance Information and Work Performance Reports
- Project Life Cycle
- Project Phases and Characteristics of Phases
- Project Management Framework

Module three: Integration Management

- Introduction

- Develop Project Charter Process
- Project Selection Methods
- Economic Models for Project Selection
- Opportunity Cost, Sunk Costs, Economic Value Added and Law of diminishing returns
- Working Capital and Depreciation
- Formulate Project Management Plan Process
- Management Plans
- Scope Baseline, Schedule Baseline and Cost Baseline
- Management Plan and Process Improvement Plan
- Change Management Plan and Change Control System
- Project Management Plan Approval
- Direct and Manage Project Work Process
- Monitor and Control Project Work Process
- Work Authorization System and Responsibility Assignment Matrix
- Corrective Actions, Preventive Actions and Defect Repair
- Perform Integrated Change Control Process and Types of Changes on a Project
- Changes to Project Baselines
- Change Control Board, Project Managers and decision making regarding changes
- The process for making changes on a project
- Change Request is implemented by the project manager
- Close Project Process
- Project Documents
- Integration Management

Module Four: Advanced MS Project

- using MS Project software
- Project Calendar - Essential Part of MS Project
- Working With Tasks in MS Project
- Critical Path Method in Microsoft Project
- Working With Resources in MS Project
- Viewing Microsoft Project Information
- MS Project Fields
- Setting Project Baseline
- Tracking Your Project Schedule in MS Project
- Working in Multiple-Project Environment
- Task Types - This is Very Important!

- Working With the Timeline View
- MS Project Custom Views and Custom Tables
- MS Project Reports

Module Five: Scope Management

- Scope Management
- Project Scope and Product Scope
- Project Charter and Scope
- Plan Scope Management Process and Management Plan
- Collect Requirements Process

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Start Date	End Date	Location	Price
23 Nov 2026	18 Dec 2026	Online	$4,000
23 Nov 2026	18 Dec 2026	Physical	$6,000
23 Nov 2026	18 Dec 2026	Physical	$12,000
23 Nov 2026	18 Dec 2026	Physical	$12,000
23 Nov 2026	18 Dec 2026	Physical	$24,000
23 Nov 2026	18 Dec 2026	Physical	$18,000
23 Nov 2026	18 Dec 2026	Physical	$24,000
23 Nov 2026	18 Dec 2026	Physical	$24,000

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