



Project Scheduling & Cost Planning Skills

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Transforming
Business *for Good*



Course content

Why Choose this Training Course?

This Project Management training course focuses on how to deliver comprehensive reliable plans with time and cost estimates that gives the owner or sponsor of projects, high levels of confidence for project delivery. In addition, the plans need to be realistic with a full view of any risks faced during and after the project lifecycle.

The decision to proceed with a project is based on early, high level conceptual estimates. However, these can be wide ranging and therefore more detailed estimates need to provide the basis for the cash flow projections and schedule forecasts.

This training course will feature:

- Gaining knowledge of techniques used in project estimating, from the conceptual stage to the final detailed estimate
- Understanding the different types of estimates used to give confidence and progressively estimate project costs and schedule
- Identifying risk sources and minimize their impact and learn how to sustain project momentum
- Developing effective performance monitoring and control systems
- An integrated approach to scope, time, resources and cost management into a dynamic and manageable model

By the end of this training course, participants will be able to:

- Confidently estimate project timescales and costs with appropriate resource management plans
- Identify, assess and manage schedule, cost, scope and resource risks
- Understand project performance and control
- Measure, forecast and control project performance by employing earned value techniques
- Develop a project recovery plan for budget and schedule overruns

Who is this Training Course for?

This training course is suitable to a wide range of professionals but will greatly benefit:

Those who have a project role such as project managers, cost estimators, project schedulers, project designers, project planner, contract professionals, project procurement and purchasing staff, and project control and business services professionals who have the responsibility for preparing cost / schedule estimates and project proposals in client and contracting companies

Senior managers who want to understand best practice in project management

Those who are interested in knowing more about estimation and control in a project environment



Course content

Day One: Project Estimating Basics

Basic project management definitions
Triple constraints – Time, Cost, Scope
Project selection methods
Defining project scope
Cost & schedule estimation, cost budgeting & control
Project schedule management using the Critical Path Method

Day Two: Developing Project Budget & Schedule Control

Resource requirements
Direct & indirect project costs
Planning and scheduling limited resources
Options for accelerating the schedule
Crashing the schedule - How?

Day Three: Managing the Risk

Risk identification, analysis & management
Contingency reserve
PERT, probability and standard deviation formulae
Network activity risk profiles
Application: Estimating project duration
Project risk strategies

Day Four: Measuring Project Performance

Critical chain analysis and use of buffers
Comparison of unbalanced with balanced schedules
Measuring planned progress on schedule
Risk distribution in contracting
Actual progress and work conditions
Managing variable conditions

Day Five: Managing and Recovering Project Estimates

Schedule variances & cost variances
Progress control charts -trend analysis
Schedule and cost variance forecasting
Schedule and cost recovery analysis
Schedule and cost recovery plan
Project recovery baselines and controls

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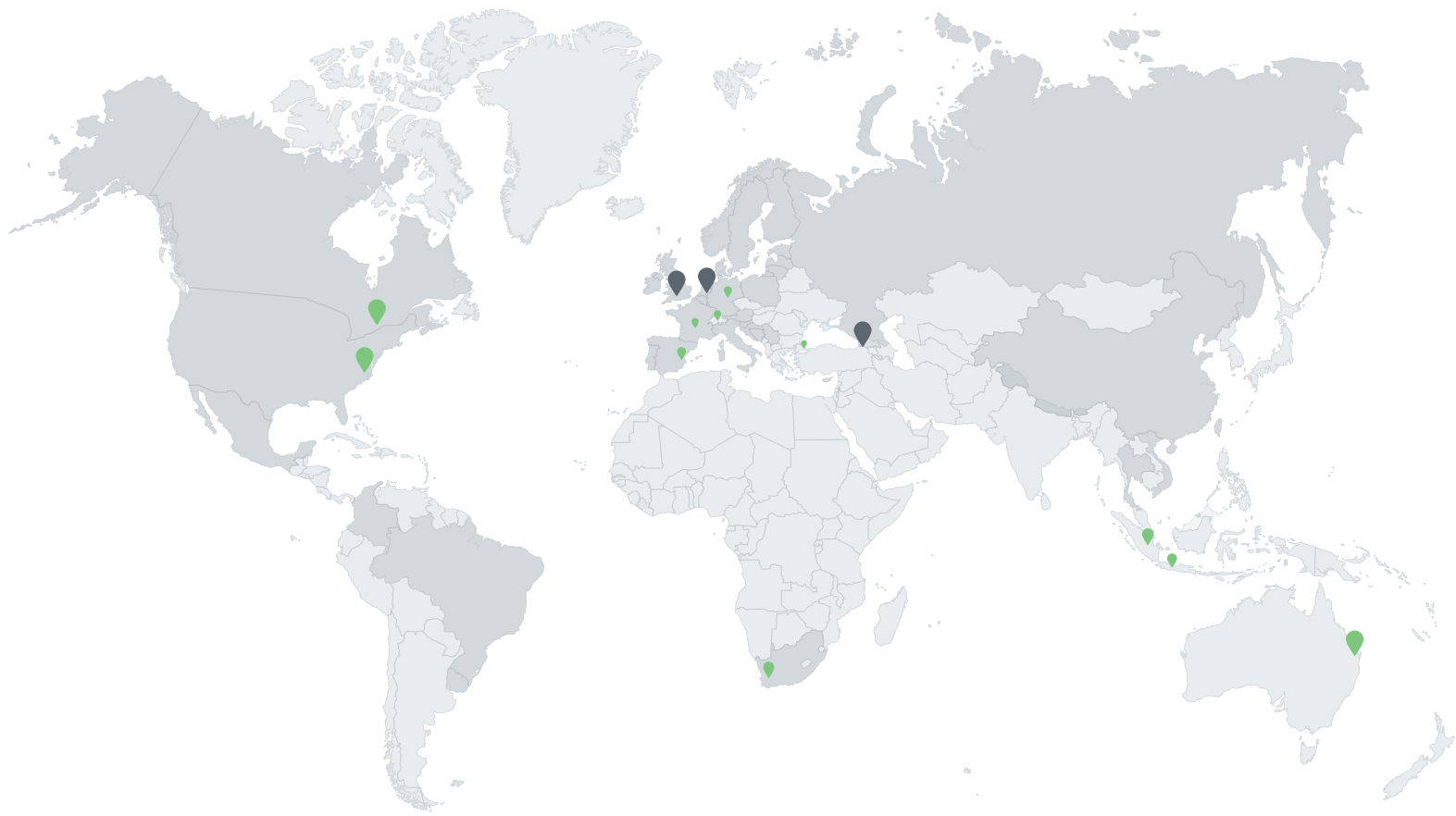
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