

Project Management Essentials: Part 2

— Project Monitoring & Control



What our clients say about this course...

“I thoroughly enjoyed the course and can see how these tools will be useful to not only accurately portray how projects are progressing, but how to proactively adjust in order to meet the demands of any project.”
— Mark Janz, Bruce Power

“Project Management Essentials Part 1 and 2 provided me with a solid foundation in project management and went beyond teaching the theory and principles of PM: it taught me best practices and practical skills that I have already begun to apply to my work, and even to my daily projects. The course uses real-world examples that are relevant to projects of any scale, in any industry.”
— Lisa Krawiec, Council of Ontario Universities

“High quality course that aligns well with PMI® standards.”
— Emil Lo, Project Engineer, Aecon Industrial

“Very practical examples were used. Real life examples could be compared to actual situations I have experienced.”
— Participant

Project Management Essentials: Part 2 (PME 2) was designed as the natural follow-up to our flagship course *Project Management Essentials: Part 1*. Part 2 is designed for participants who need to understand how the advanced tools found within the *PMBOK® Guide* apply to their projects. Because so many PMPs learn these advanced tools at an academic level sufficient only to pass the exam — but not sufficient enough to actually use the tools — this course is highly recommended for both PMPs and non-PMPs. In short, if you are looking for a solid understanding of the project management tools and techniques that will help put you in control of your project, this course is for you.

While there are many project management courses of similar scope available, what sets this course apart from the others, is the style in which the course is taught. At key points in the course, participants are put into small groups where they work through real and realistic project scenarios. The activities around these scenarios are carefully designed to demonstrate real world consequences of properly using, or not using, learned techniques. The scenarios also build upon one another and in doing so reflect the fact that project management situations in the real world do not take place in a vacuum, but rather have context and history. The results? While working through the Part 2 scenarios, participants become comfortable using the learned tools and techniques, are in a position to assess when and where the learned tools and techniques should be used and understand how to use them in a way that will overcome challenges and achieve the desired results.

Participants planning to write the PMP® exam will find that after taking this course they get a lot more out of the PMP® exam preparation process and will be much better project managers as a result. Participants who already have their PMP designation, or simply who have a need to improve their project management skills, will find that this course helps them achieve greater project success through a more hands-on understanding of the project management tools and techniques that assist in the monitoring and control of their projects.

Please see the following pages for the full course description.

Project Management Essentials: Part 2

— Project Monitoring & Control

Project Management Essentials: Part 2 is part of our “essentials” project management series of workshops and is designed to prepare project managers for the challenges they will face in the real world. The course is taught in a style similar to our flagship *Project Management Essentials: Part 1* workshop, however this course focuses on the execution, monitoring and control, and project completion.

In order to support a smooth transition from classroom learning to actual projects, we emphasize application of context and common sense to learned tools and techniques. In fact, much of the learning during this course takes place through facilitated group discussion and hands-on exercises, in which learned techniques are applied to a series of realistic project scenarios. The result? Participants are taken well beyond an academic understanding of the tools and leave the course with an understanding of how and where to apply the learned techniques on actual projects.

Who should attend

- Project managers of mid to large size projects (including those who already have their PMP® designation), who require the tools to better monitor and control their projects
- People working towards their Project Management Professional (PMP) designation
- People who need to go beyond an academic understanding of project management, to understand how the advanced tools of project management found within the PMBOK® are used, and how they add value to projects

Materials

- Course workbook
- Reference files containing course specific and general project management materials
- Framed certificate of completion

Learning outcomes

Through project simulation, group exercises, and discussion, participants completing this workshop will be able to...

- Adjust project controls to reflect how contract types influence project cost, quality and timing
- Plan a kick-off meeting to achieve desired goals
- Distill project information, to get a clear, realistic understanding of current project status and where the project is heading
- Use statistical techniques to identify and focus in on potential problem areas and get the project back on track before it is too late
- Measure the value earned to date on a project, and apply earned value metrics to assess how well the project is doing
- Assess the appropriate level at which to monitor and control elements of the project
- Differentiate between Issue Management and Scope Management and facilitate a more successful project through appropriate use of each
- Use specific analytical techniques to quantify risk evaluate mitigation strategies, and select the best course of action
- Use specific techniques to analyze the root cause of problems and select solution(s) that provide the greatest value

- Identify why stakeholders are often reluctant to sign-off on project deliverables and identify ways to address these causes
- Effectively address the cynicism that often accompanies the post-project review, in order to achieve meaningful benefits from the process

Prerequisites

- 3-day [Project Management Essentials: Part 1](#) workshop or similar course

Course outline

DAY 1	DAY 2	DAY 3
<p>Introduction</p> <p>Starting Off Right</p> <ul style="list-style-type: none"> ▪ A quick review of some of the fundamentals <p>Contracts and Procurement</p> <ul style="list-style-type: none"> ▪ The <i>PMBOK® Guide</i> view ▪ Procurement Management Plan ▪ Contracts types and their implications ▪ Project Scenario: Real world implications of contract types <p>Schedule and Cost Control</p> <ul style="list-style-type: none"> ▪ The <i>PMBOK® Guide</i> view ▪ Why project metrics are often misleading ▪ Introduction to Earned Value Management (EVM) ▪ Using EVM together with traditional project metrics ▪ Wrap-up day-1 	<p>Schedule and Cost Control (cont.)</p> <ul style="list-style-type: none"> ▪ Forecasting using EVM ▪ Measuring Earned Value ▪ Project Scenario: Real world implications of EVM ▪ Basic requirements for EVM to work on actual projects ▪ Work Package versus Control Account – real world implications ▪ Scope Management versus Issues Management ▪ Project Scenario: Real world implications of changes <p>Risk Management</p> <ul style="list-style-type: none"> ▪ The <i>PMBOK® Guide</i> view ▪ Quantitative risk analysis ▪ Project Scenario: Real world implications risk management ▪ Putting risk management in perspective ▪ Wrap up day-2 	<p>Quality Management</p> <ul style="list-style-type: none"> ▪ The <i>PMBOK® Guide</i> view ▪ Quality Assurance versus Quality Control in project management ▪ Advanced techniques for Quality Control ▪ Quality Management Plan ▪ Real world exercise: Develop a Quality Management plan ▪ More quality tools <p>Integration Management</p> <ul style="list-style-type: none"> ▪ The <i>PMBOK® Guide</i> view ▪ Verify Scope versus Perform Quality Control ▪ Project Scenario: Real world implications <p>Project completion</p> <ul style="list-style-type: none"> ▪ The Post Project Review ▪ Project Scenario: Real world implications ▪ Wrap-up and evaluations

Additional information

- This course is part of the [Canadian Construction Association Gold Seal Certificate Program](#). Participants of this course will receive a Gold Seal Certificate as well as 3 SICS credits
- In-house workshops are recommended for groups of 6 or more, are available across Canada, may be customized to accommodate specific client requirements
- Open-enrollment (public) sessions (both in-person and virtual) are also regularly available for this workshop. For current dates and locations, visit wcpconsulting.com/pm-courses/project-management-essentials-part-2/
- Participants qualify for 21 PDUs / Contact hours
- Talent Triangle areas: (18 WW, 1 PS, 2 BA)

For more information or to arrange an in-house delivery of this workshop, call toll free at 1-800-214-8096 or email us at info@wcpconsulting.com

