

Project Performance Management Course

Introduction

This information about the Project Performance Management Course:

- provides information about the course
- lists the purpose and course objectives
- describes the course format

Purpose of the Project Performance Management Course

This course focuses on the performance aspects of projects, establishing standard negotiating parameters and managing the performance of projects to meet those standards. By having a consistent focus on performance, participants should benefit by gaining in-depth appreciation of performance factors in projects. Topics include stakeholder and customer management, quality and communication.

Course Objectives

At the conclusion of the course, you will be able to:

- define performance in projects, project manager and project management
- identify stakeholders, use tools to establish expectations and requirements and determine success measures
- set-up and manage Steering Committees
- scope a project, knowing what to pay attention to
- manage scope and scope change
- apply tools to business case development
- define quality in relation to projects
- establish quality assurance and quality controls in projects
- set-up and maintain communication systems, processes and practices





Who should attend the project management course?

Many people benefit from improved project management skills. This course is designed for people with considerable project management experience. People who will benefit most from the workshop fall into two general categories:

- operational and management staff responsible for project management who have already managed a number of projects
- project managers who need to develop their basic project management skills in order to manage larger, more complex, or higher risk projects

The focus of the course is on improving existing project management skills.

Format for the course

You will:

- learn a series of concepts, processes and skills through presentations and discussion
- practise using the processes to a number of case studies and exercises
- get constructive feedback

This practice will help you apply the processes and functions and prepare you for full application back in your work environment.

Pre-requisites required

This course is not an introductory course. It assumes the knowledge, concepts and processes covered in the Managing Projects in Organisations Courses. If you are unsure then the best option is to undertake the courses before enrolling in this course.

Contact

If you wish to outline some special needs or would like to clarify anything about the course, please call Nathan Polley on 03 9380 7777. Or send an email to nathanp@moreland-grp.com.au

We look forward to meeting you at the course and trust you will find the whole experience valuable. We know the investment of two days of your time is considerable in these busy times. Our primary success measure for the course is that participants leave with ideas they will use immediately. Our major indicator of success is that participants acknowledge the usefulness and practicality of the course at the conclusion. We are sure this will be your view. If it is not, please advise the facilitator during the course so that your concerns can be addressed.



Course program

Day one

Introduction

- course outline
- course objectives/ competency framework

Fundamental Principles

- quick review of Managing Projects in Organisations course
- what is performance on projects
- communication skills

Stakeholder Management

Case Exercise – Task 1

PM Feedback

Scoping the project

- scoping overview
- scope statement

Case Exercise – Task 2

PM Feedback

Business Case development

Case Exercise – Task 3

PM Feedback

Lunch

Case Exercise – Task 4

PM Feedback

Developing the Project Management Plan

- sections – what's included
- issues/ strategies

Case Exercise – Task 5

Case Feedback

Close

Day Two

Review Defining and Managing Quality in Projects

- tasks
- tools/ strategies

Case Exercise – Task 6

PM Feedback

Managing Project Information and Communications

- principles
- strategies
- documentation
- reporting
- reviewing

Lunch Case Exercise – Task 7

PM Feedback

Integration

Staying on top of the project

Case Exercise – Task 8

PM Feedback

Assessment Tasks

Competency demonstration

Close