

## Course Overview:

We equip the business professional with leading methodologies and practices in the project management field. Project management is a requirement for professionals in many fields, with many employers now identifying project management skills as vital for corporate success. The training manual has been prepared from a variety of sources and under the supervision of a specialized trainer. Upon successful completion of the course, participants will receive an attendance certificate from ACTrain, this course is not included or cover any exam and does not qualify the participant to take or apply to the PMI exam.

## Course Objective:

- Identify the key processes and requirements of project management.
- Initiate a project.
- Plan for time and cost.
- Plan for project risks, communication, and change control.
- Execute, manage, and control a project.
- Close a project

## Course Outline:

### Day 1

- Introduction to Project Management
- Setting a SMART Project Goal

### Day 2

- Creating Requirements and Deliverables
- The Project Initiation Stage
- Implementing the Project Plan

### Day 3

- Creating a Task List
- Estimating Time
- Estimating Resources

### Day 4

- Estimating Costs
- Professional Skills and Motivation
- Executing the Project

### Day 5

- Maintaining and Controlling the Project
- The Closing Stage

## Who Should Attend:

The course is recommended for project managers, senior executives, Engineers, leaders, project team members, business analysts and managers.

## Training Language:

EN / AR

## Training Methodology:

- Presentation & Slides
- Audio Visual Aids
- Interactive Discussion
- Participatory Exercise
- Action Learning
- Class Activities
- Case Studies
- Workshops
- Simulation