

Scandinavian Academy Training Center

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Riyadh - Al Khaleej District - Sheikh Abdul Aziz Bin Abdul Rahman Bin Bishr Street - 13223 - Office No. 5 | P.O.BOX : 13224

Course: Project Managers Guide

Code	City	hotel	Start	End	price	Language - Hours
PM-716SA	Al Khobar	Hotel Meeting	2027-11-07	2027-11-11	12950 SR	En - 25

Course Description

The 5-day course outlines the philosophy and benefits of project management. It focuses on the nature of risk and how project management can assist in the management of risk, project strategic plans linked to the corporate strategic plan, the contribution of effective human resource management on project outcomes, and basic management tools to effectively manage project objectives

Course Goal

To enhance the participant’s knowledge, skills, and abilities necessary for understanding the philosophy and benefits of project management.

Course Objectives

By the end of this course the participant will be able to:

- Understand the nature and scope of projects and the need for project management
- Identify the nature of risk and how project management can assist in the management of risk
- Develop project strategic plans linked to the corporate strategic plan
- Identify the contribution of effective human resource management on project outcomes
- Develop basic management tools to effectively manage project objectives

Who Can Benefit?

Operators, projects and safety staff in plants where projects to be implemented

Course Outline

The Project Management Framework

- Introduction
  - What is a project?
  - What is project Management?
  - Relationship to other management disciplines
  - Related Endeavors
- The Project Management Context
  - Project phases and the project life cycle
  - Project Stakeholders
  - Organizational Influences
  - Key General Management Skills
  - Social – Economic – Environmental Influences
- Project Management Processes
  - Project processes
  - Process groups
  - Process interactions
  - Customizing process interactions
  - Mapping of Project Management Processes

The Project Management Knowledge Areas

- Project integration Management
  - Project Plan Development
  - Project plan Execution
  - Integrated Change Control
- Project Scope Management
  - Initiation

- Scope Planning
- Scope Definition
- Scope Verification
- Scope Change Control

- Project Time Management
  - Activity Definition
  - Activity Sequencing
  - Activity Duration Estimating
  - Schedule Development
  - Schedule Control
- Project Cost Management
  - Resource Planning
  - Cost Estimating
  - Cost Budgeting
  - Cost Control
- Project Quality Management
  - Quality planning
  - Quality Assurance
  - Quality Control
- Project Human Resource Management
  - Organizational Planning
  - Staff Acquisition
  - Team Development
- Project Communication Management
  - Communications Planning
  - Information Distribution
  - Performance Reporting
  - Administrative Closure
- Project integration Management
  - Risk Management Planning
  - Risk Identification
  - Quantitative Risk Analysis
  - Quantitative Risk Analysis



    - Risk Response Planning
    - Risk Monitoring and Control
- Project Procurement Management
    - Procurement Planning
    - Solicitation Planning
    - Solicitation
    - Source Selection
    - Contract Administration
    - Contract Closeout
- The Twelve Steps to Enhancement Project Completion

The Scandinavian Academy for Training Center adopts the latest scientific and professional methodologies in training and human resource development, aiming to enhance the efficiency of individuals and organizations. Training programs are delivered through a comprehensive approach that includes:

- Theoretical lectures supported by PowerPoint presentations and visual materials (videos and short films).
- Scientific evaluation of participants before and after the program to measure progress and knowledge acquisition.
- Brainstorming sessions and practical role-playing to simulate real-life scenarios.
- Case studies tailored to align with the training content and participants work nature.
- Assessment tests conducted at the end of the program to evaluate the achievement of training objectives.

Each participant receives the training material (both theoretical and practical) in printed form and saved on a CD or flash drive. Detailed reports, including attendance records, final results, and overall program evaluations, are also provided.

Training materials are prepared professionally by a team of experts and specialists in various fields. At the end of the program, participants are awarded a professional attendance certificate, signed and accredited by the Scandinavian Academy for Training Center.

Program Timings: 9:00 AM to 2:00 PM

The program includes:

- A daily buffet provided during the sessions to ensure participants comfort.
- A closing ceremony on the final day to distribute certificates and celebrate participants achievements.
- **Note: All prices are exclusive of 15% Value Added Tax (VAT).**

Our Success Partners

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