



PROJACS ACADEMY
by @egis



Risk and Task Management

إدارة المخاطر والمهام

22 – 26 May 2023

Istanbul / Turkey

Introduction

Project Management is a promised science that aims to provide the project managers and the project team with the needed knowledge, skills and tools that enable him to better manage and control the project work activities in order to achieve and accomplish the project objectives.

This course provide the attendees with the knowledge and skills need to effectively select the most suitable project, develop the correct project schedule and cost estimate, manage the project risk and perform project performance analysis based on earned value management tool.

Who Should Attend?

Project team, functional managers, operation managers, project management practitioners who are, or will be involved in the areas of engineering, production, data processing, research and development, construction, corporate planning, finance & marketing.

Course Outline

Day 1: Introduction to Project Management

- Project and Project management
- Project Vs. operation
- Project Stakeholder
- Project management office (PMO)
- Project Lifecycle.
- Project Management Reporting System (Status, Progress, Trend, Forecast and Variance)
- Project Management Information System
- Project Management Process

Day 2: Project Selection , Planning and Estimating

- Projects selection criteria
 - “As Is” – “To Be” integrated analysis
 - Elicitation techniques
 - Single-Criterion Prioritization Model

- Multiple – Criteria Weighted Ranking Model
- Multi Criteria Scoring Model
- Financial Selection Criteria
 - Net Present Value
 - Benefit Cost Ratio
 - Internal Rate of Return IRR
 - Payback Period
- Estimating Concepts
- Estimating Lifecycle
- Estimating Techniques
- Project Schedule Development
- Project Budget Development

Day 3: Project Risk Management (Part 1)

- What is risk and risk management?
- Risk Management processes
- Risk Management Plan
- Risk Identification

Day 4: Project Risk Management (Part 2)

- Risk Analysis
- Risk Qualitative Analysis
- Risk Quantitative Analysis
- Probability Distributions and the Monte Carlo Process

Day 5: Project Performance Management

- Introduction to Earned Value Management
- Project Performance Management using Earned Value

Training Method

- Pre-assessment
- Live group instruction
- Use of real-world examples, case studies and exercises
- Interactive participation and discussion
- Power point presentation, LCD and flip chart
- Group activities and tests
- Each participant receives a binder containing a copy of the presentation. slides and handouts.
- Post-assessment

Program Support

This program is supported by interactive discussions, role-play, case studies and highlight the techniques available to the participants.

Schedule

The course agenda will be as follows:

- | | |
|---------------------|------------------|
| • Technical Session | 08.30-10.00 am |
| • Coffee Break | 10.00-10.15 am |
| • Technical Session | 10.15-12.15 noon |
| • Coffee Break | 12.15-12.45 pm |
| • Technical Session | 12.45-02.30 pm |
| • Course Ends | 02.30 pm |

Course Fees*

- **3,200 USD**
**VAT is Excluded If Applicable*

المقدمة

إدارة المشاريع هي علم موعود يهدف إلى تزويد مديري المشروع وفريق المشروع بالمعرفة والمهارات والأدوات اللازمة التي تمكنه من إدارة أنشطة عمل المشروع والتحكم فيها بشكل أفضل من أجل تحقيق أهداف المشروع وتحقيقها.

تزود هذه الدورة الحاضرين بالمعرفة والمهارات اللازمة لاختيار المشروع الأنسب بشكل فعال، وتطوير الجدول الزمني الصحيح للمشروع وتقدير التكلفة، وإدارة مخاطر المشروع وإجراء تحليل أداء المشروع بناءً على أداة إدارة القيمة المكتسبة.

الحضور

فريق المشروع والمديرين ومديري العمليات وممارسي إدارة المشاريع الذين يشاركون أو سيشركون في مجالات الهندسة والإنتاج ومعالجة البيانات والبحث والتطوير والبناء، والتخطيط المؤسسي والتمويل والتسويق.