

Project Management Techniques (PMT)

3-day workshop

"Nothing is particularly hard if you divide it into small jobs"

Henry Ford, US automobile manufacturer (1863-1947)

So many technical projects still fail to hit their target. The implications and costs to a business may be huge. Whilst much attention is lavished on the technical aspects, the management of a project is often in the hands of people who are technically competent but inexperienced in managing projects.

This three day intensive workshop provides practical and proven techniques guaranteed to keep the project on the rails. It is the result of many years experience of project work and includes numerous examples, helpful tips and practical learning. The workshop is based on Australian Institute of Project Management and PMBOK* recommendations.

* Project Management Body of Knowledge

Part of the IRM family of business analysis courses, PMT is learn by doing... practical, hands-on, intensive... and fun!!

WHO WILL BENEFIT?

All computer professionals who are responsible for the implementation of small to large projects.
Business project managers who require an understanding of how IT projects are implemented.

COURSE OBJECTIVES

To enable those involved in managing projects to learn and practice the techniques and skills that bring projects in on time and within budget whilst at the same time delivering quality results.

LEARNING OUTCOMES

On the successful completion of the course delegates will be able to:

- Define & plan a project
- Produce an estimate of required resources
- Schedule resources
- Monitor progress
- Report on appropriate issues
- Manage external communications
- Manage change control
- Establish and manage software quality control
- Assess and manage project risk

WHAT METHODS DO WE USE?

- Lectures supported by visual aids
- Class examples
- Syndicate case study work
- Small group sessions
- Presentation of syndicate findings
- Comprehensive delegate manual

WHAT OTHERS HAVE SAID...

"Thought provoking and simply the best practical and syndicate work I have seen on a course. Well done IRM!"

Australian Tax Office

"Strong presentation and course, with substantial positive results"

Support Manager, ANZ

"Very well presented—techniques learnt will provide many benefits both individually & to the organisation"

Lead Analyst Programmer, NAB

"The focus on techniques means that the lessons learnt are practical and will be easier to apply in the workplace"

Westpac

"Every person in our organisation should benefit from this course"

Integrity Treasury Solutions

"A very beneficial course"

Development Team Leader, Telstra

"Informative, well presented & fun course. Good balance between theory & hands-on workshop"

Team Leader, Pacific Brands

"A well presented, common sense approach to project management. Motivating"

Senior Analyst Programmer, MLC

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Project Management Techniques - Business Context

Project based working is used when something has to be produced after a period of co-ordinated effort. A project has a start date, an end date and usually a group of people assigned to undertake the work. In the world of business the project result is normally deemed to be good if it solves the identified problem within the defined constraints.

In order to produce a good result, it is necessary to organise the project so that the work is undertaken successfully. This organisation of a project is Project Management.

DAY 1

- Workshop introduction
- What is a project?
- Project life cycles
- Why project management?
- Initiating a project
- Project environment
- Introduction to work breakdown & networks

DAY 2

- Analysing the network
- Preparing the schedule
- Resource planning
- Estimating
- Risk Management

DAY 3

- Cost-benefit analysis
- Project reporting & control
- Responding to change
- Quality control
- Project handover
- Project completion
- Action planning
- Post-workshop work

PRACTICAL WORK

This is a workshop where delegates work in teams to practise the principles being taught. We provide a range of templates, checklists and examples to work from so that delegates can quickly adapt these to suit their particular business cultures.

What's different about Instructor-led training?

"Learn by doing" has long been recognised as the most effective way of teaching skills and techniques. The more complex the skills, the more effective instructor-led workshops become compared to self-paced, self-learning or lecture style teaching.

All IRM courses are practical workshops, led by experienced instructors. Each workshop is oriented around a fully worked case study or practical exercise where course delegates work in teams and individually to re-enforce the skills being taught.

One thing we guarantee – these are "roll your sleeves up" courses with an emphasis on doing, participation, interaction—and learning. Students have the opportunity to develop contacts from other organisations and to discuss and share common issues, problems and solutions.

For course dates and bookings:

Visit: www.irm.com.au Phone: 03 9533 2300 Email: training@irm.com.au