



*Training Course:  
Strategies in IT Project Management*

*14 - 25 October 2024  
Geneva (Switzerland)*

## Training Course: Strategies in IT Project Management

Training Course code: PC234795 From: 14 - 25 October 2024 Venue: Geneva (Switzerland) - Training Course Fees: 8400  
€ Euro

### Introduction

The overall aim of this Strategies in IT Project Management training course is to provide participants with the knowledge and the skills needed to successfully manage an Information Technology IT project from inception to closure. Participants in this interactive course will learn all the critical tools and techniques required to play a leading role as an IT project manager such as analyzing the requirements, preparing project plans, developing project budgets, leading the project team, and evaluating the overall performance.

Additionally, participants will learn how to develop key performance indicators for monitoring and controlling their project schedule and budget. The course also aims at assisting participants in appraising the feasibility of their projects by applying capital budgeting techniques.

### Course Objectives of Strategies in IT Project Management

By the end of the course, participants will be able to:

- Plan IT projects using a statement of work and Work Breakdown Structure WBS
- Schedule projects activities and build the project network model
- Calculate project budgets and schedule variances using Earned Value EV techniques
- Select the right projects using capital budgeting techniques
- Relate to project stakeholders through better negotiation and communication skills
- Manage information technology projects using different project management methodologies
- Evaluate the business case of IT projects to ensure feasibility and proper justifications
- Relate project requirements and objectives to stakeholders' needs in a clear and compelling manner
- Identify the role of the project manager during the design and the implementation phases of the project
- Outline all the activities during the execution phase of a project and establish an effective control process to ensure execution in line with the project plans

### Course Methodology of Strategies in IT Project Management

The course uses a mix of interactive techniques, such as brief presentations by consultants and participants, and psychometric assessments. The course also features the use of several group exercises and case studies followed by plenary discussions.

## Target Audience of Strategies in IT Project Management

- IT Project managers
- Members of project offices
- Project sponsors
- Functional managers
- Senior management
- Engineers
- Individuals who are interested in project management.

## Course Outlines of Strategies in IT Project Management

### Day 1

#### Planning projects

- Projects versus operations
- Project management definitions
- Managing project constraints
- Applications of project management
- Potential benefits of project management
- Definition of project life cycle
- Project charter
- Project scope statement
- Project specifications
- Work breakdown structure
- Project decomposition

### Day 2

#### Overview of IT project management

- Defining project management terminologies
- Skills needed by IT project manager
- System development life cycle
  - Waterfall model

- Incremental model
- Basic iterative model
- Agile development model
- IT project manager roles and responsibilities

## Day 3

### Scheduling projects

- Linking activities and WBS sequencing
- Predecessors sequencing techniques
- Program evaluation and review technique PERT
- Critical Path Method CPM
- Forward and backward scheduling
- Gantt chart
- Milestone chart
- Slack management
- Schedule compression techniques
- Myths and realities of schedule compression
- Resource planning
- Resource leveling

## Day 4

### Project concept

- Assessing business needs and opportunities
- Developing a project concept
- Developing a business case
- Identifying stakeholders
- Establishing conceptual solutions

- Project charter

## Day 5

### Project requirements

- Gathering and defining requirements
- Functional and non-functional requirements
- Requirements gathering techniques
- Analyzing and prioritizing requirements
- Documenting requirements

## Day 6

### Organizing and controlling projects

- Project organization and project control
- Mastering earned value management
- Schedule and budget variances
- Schedule and cost performance indexes
- Earned value management benefits
- Project management reporting
- Auditing a project
- The role of software in project management

## Day 7

### Project planning

- Building work breakdown structure
- Estimating project duration and resources
- Activity sequencing
- Network diagram
- Critical path analysis

- Schedule planning
- Gantt charts
- Milestone charts
- Resource planning
- Agile project planning
  - Adaptive planning
  - User story product backlog
  - Relative sizing and story points
  - Product roadmap
  - Release and iteration planning

## Day 8

### Selecting projects using capital budgeting techniques

- Definition of capital budgeting
- Accounting Rate of Return ARR
- Payback Period PP
- Net Present Value NPV
- Internal Rate of Return IRR

## Day 9

### Managing project stakeholders

- Identifying stakeholders
- Types of stakeholders
- Managing stakeholder engagement
- Project manager skills
- Project negotiation

## Project design

- Developing preliminary design
- Performing gap analysis
- Prototyping IT solution
- Preparing technical specifications documentation
- Solution alternatives

## Day 10

### Project implementation and closeout

- Managing project team
- Managing schedule
- Managing cost
- Earned value analysis
- Change management
- Delivery and transitioning
- Project closeout

## Registration form on the Training Course: Strategies in IT Project Management

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

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Full Name (Mr / Ms / Dr / Eng): .....  
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### Company Information

Company Name: .....  
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### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
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### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
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