Training Course:
Project Time Management (Mid- to Advanced-Level)

28 December 2025 - 1 January 2026
Dubai (UAE)
Residence Inn by Marriott Sheikh Zayed Road, Dubai

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Project Time Management (Mid- to Advanced-Level)

Training Course code: MI236049 From: 28 December 2025 - 1 January 2026 Venue: Dubai (UAE) - Residence Inn by Marriott Sheikh Zayed Road, Dubai Training Course Fees: 4900 ⬜ Euro

Introduction

Effective time management is one of the most critical aspects of successful project execution, especially in the maintenance field where delays can have costly operational consequences. This mid- to advanced-level training program, designed by Global Horizon Training Center, equips participants with advanced tools and techniques to plan, monitor, and control project schedules with a focus on reliability and operational efficiency.

Tailored for professionals in the Maintenance Department, this course enables participants to manage time-sensitive activities within complex environments, aligning project delivery with operational continuity and resource optimization. By the end of this program, maintenance professionals will be proficient in advanced scheduling techniques, critical path analysis, delay management, and applying international best practices in project time management.

Objectives

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

- Apply best practices in time management as per PMI PMBOK® Guide and industry standards.

- Analyze project schedules using Critical Path Method CPM and other advanced techniques.

- Develop and update detailed project schedules aligned with maintenance operations.

- Mitigate delays and implement recovery strategies effectively.

- Integrate time management with maintenance planning and resource constraints.

- Use project management software tools e.g., MS Project, Primavera P6 to track and control time.

Course Methodology

- Interactive Lectures with real-world examples from maintenance projects.

- Group Exercises and case studies tailored to maintenance and engineering scenarios.

- Hands-on Tools Practice using scheduling software like Microsoft Project and Primavera P6.

- Simulation and Role Play for risk and delay scenarios.

- Peer-to-peer Discussions for knowledge sharing and benchmarking.

Organizational Impact

By attending this program, participants will enable their organizations to:

- Improve the accuracy and reliability of maintenance project timelines.

- Reduce project delays and cost overruns through effective schedule control.

- Enhance coordination across departments by integrating time schedules with maintenance activities.

- Strengthen the project delivery capability of maintenance teams.

- Improve client and stakeholder satisfaction through timely project completion.

Target Audience

- Maintenance Engineers and Planners

- Maintenance Supervisors and Team Leaders

- Project Coordinators within Maintenance Departments

- Maintenance Schedulers

- Engineering and Technical Project Managers

Outlines

Day 1: Foundations of Project Time Management

- Overview of Project Time Management in the Maintenance Context

- Project Lifecycle and Time Integration

- PMI PMBOK® Time Management Knowledge Area Overview

- Introduction to Work Breakdown Structure WBS

- Defining Activities and Milestones

- Maintenance-Specific Case Study: Preventive Shutdown Planning

Day 2: Advanced Scheduling Techniques

- Sequencing Activities: Predecessors, Successors, Lags and Leads

- Critical Path Method CPM and Float Calculations

- Gantt Charts and Network Diagrams for Maintenance Projects

- Resource Calendars and Constraints in Maintenance Work

Day 3: Estimating Activity Durations and Resource Integration

- Duration Estimating Techniques Analogous, Parametric, Three-Point

- Integrating Time and Resources in Maintenance Projects

- Schedule Development with Resource Constraints

- Resource Leveling vs Resource Smoothing

- Hands-on Session: Primavera P6 for Maintenance Scheduling

Day 4: Monitoring, Controlling, and Mitigating Delays

- Schedule Baseline and Performance Measurement

- Earned Value Management EVM for Time Control

- Delay Analysis and Recovery Planning

- Fast Tracking and Crashing Techniques

- Change Control and Re-baselining in Maintenance Projects

- Case Study: Delay Recovery in a Turnaround Maintenance Project

Day 5: Practical Applications, Tools, and Integration

- Real-Time Reporting and Dashboarding for Schedule Control

- Integration with Maintenance Management Systems CMMS

- Stakeholder Communication on Time Performance

- Risk Management in Time Planning

- Final Group Project: Build, Present, and Defend a Maintenance Project Schedule

- Wrap-Up and Action Planning for the Workplace

Registration form on the Training Course: Project Time Management (Mid- to Advanced-Level)

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

Delegate Information

Full Name (Mr / Ms / Dr / Eng): ....
Position: ....
Telephone / Mobile: ....
Personal E-Mail: ....
Official E-Mail: ....

Company Information

Company Name: ....
Address: ....
City / Country: ....

Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): ....
Position: ....
Telephone / Mobile: ....
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Payment Method

☐ Please find enclosed a cheque made payable to Global Horizon

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Easy Ways To Register

| Telephone: +201095004484 to provisionally reserve your place. | Fax your completed registration form to: +20233379764 | E-mail to us : info@gh4t.com or training@gh4t.com | Complete & return the booking form with cheque to:Global Horizon 3 Oudai street, Aldouki, Giza, Giza Governorate, Egypt. |