



*Training Course:  
Comprehensive Project Excellence Program*

*2 - 13 November 2025*

*Dubai (UAE)*

*Residence Inn by Marriott Sheikh Zayed Road, Dubai*

## Training Course: Comprehensive Project Excellence Program

Training Course code: SC236289 From: 2 - 13 November 2025 Venue: Dubai (UAE) - Residence Inn by Marriott Sheikh Zayed Road, Dubai Training Course Fees: 7700 € Euro

### Introduction

This 10-day program, designed by [Global Horizon Training Center](#), equips participants with the technical and strategic skills necessary for planning, executing, and monitoring projects with excellence. The program focuses on advanced project management fundamentals such as stakeholder engagement, time management, conflict resolution, accountability, and project performance optimization. By extending the program to 10 days, each competency is thoroughly addressed through practical tools, frameworks, and exercises that enable participants to implement what they learn directly into their work environment.

### Objectives

By the end of this program, participants will be able to:

- Apply advanced project management principles to plan, execute, and monitor projects effectively.
- Engage, influence, and manage stakeholders to ensure alignment and support.
- Master time management techniques to boost efficiency and prioritize competing demands.
- Resolve conflicts constructively using structured frameworks and negotiation techniques.
- Foster a culture of accountability within project environments for consistent results.
- Integrate project management competencies to drive organizational success.

### Target Audience

- Project officers and senior officers involved in project execution.
- Project managers and team supervisors overseeing technical or cross-functional projects.
- Professionals seeking to strengthen project management knowledge without leadership elements.

### Course Methodology

The program uses a combination of interactive lectures, group discussions, case studies, role-plays, simulations, and action planning. Participants will engage in real-world project scenarios, self-assessments, and collaborative exercises designed to reinforce learning and ensure applicability in their workplace.

### Outlines

## Day 1

### Foundations of Project Management

- The link between project performance and organizational success.
- Key project management fundamentals: scope, schedule, cost, quality.
- Project success vs. failure: lessons learned from case studies.

## Day 2

### Advanced Project Planning & Execution

- Defining project objectives, deliverables, and success criteria.
- Work breakdown structure WBS and project scheduling.
- Monitoring progress with KPIs and dashboards.
- Exercise: Drafting a project charter.

## Day 3

### Stakeholder Management Fundamentals

- Identifying, mapping, and analyzing stakeholders.
- Techniques to build trust and engagement.
- Managing stakeholder expectations and resistance.
- Workshop: Developing a stakeholder analysis map.

## Day 4

### Strategic Stakeholder Engagement

- Communication strategies for different stakeholder groups.
- Influence and persuasion techniques in project environments.
- Negotiation skills for stakeholder alignment.
- Role-play: Managing a high-pressure stakeholder scenario.

## Day 5

### Time Management Essentials

- Identifying time-wasters and productivity barriers.
- Frameworks: Eisenhower Matrix, Pomodoro Technique, delegation.
- Tools and technologies for managing deadlines.
- Practical activity: Building a personal productivity plan.

### Day 6

#### Advanced Time & Priority Management

- Aligning time management with project timelines.
- Multitasking vs. focus: the science of productivity.
- Managing competing priorities across projects.
- Simulation: Handling multiple urgent project tasks.

### Day 7

#### Enhancing Project Communication

- Structured communication within project teams.
- Effective reporting and documentation practices.
- Managing cross-functional and cross-cultural communication barriers.
- Activity: Drafting a communication plan for a live project.

### Day 8

#### Quality & Risk Management in Projects

- Principles of project quality assurance and control.
- Identifying, assessing, and mitigating project risks.
- Building a proactive risk register.
- Case study: Managing risks in complex projects.

### Day 9

### Conflict Resolution in Projects

- Common sources of conflict in project teams.
- Conflict management styles and structured frameworks.
- Mediation, problem-solving, and win-win negotiation techniques.
- Workshop: Resolving a simulated project conflict.

### Day 10

#### Accountability & Integrating Excellence

- Defining accountability in project management contexts.
- Building responsibility and ownership in project delivery.
- Linking accountability to performance outcomes.
- Capstone Project: Creating a final project excellence action plan.

## Registration form on the Training Course: Comprehensive Project Excellence Program

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Sheikh Zayed Road, Dubai **Training Course Fees:** 7700 € Euro

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

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
Position: .....  
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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: .....  
Personal E-Mail: .....  
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### Payment Method

- ☐ Please find enclosed a cheque made payable to Global Horizon
- ☐ Please invoice me
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### Easy Ways To Register

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