



*Training Course:
Project Management Skills*

*16 - 20 November 2026
Cape Town (South Africa)
DoubleTree by Hilton Cape Town - Upper Eastside*

Training Course: Project Management Skills

Training Course code: PC4111 From: 16 - 20 November 2026 Venue: Cape Town (South Africa) - DoubleTree by Hilton Cape Town - Upper Eastside Training Course Fees: 6350 € Euro

Introduction

This course equips participants with essential project planning and control skills. It covers creating project scope statements, developing Work Breakdown Structures WBS, establishing performance indicators for schedule and budget monitoring, and applying capital budgeting techniques for project feasibility. Participants will also learn to effectively engage stakeholders and manage their expectations.

Course Objectives

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

- Plan projects using a Statement of Work SOW and Work Breakdown Structure WBS
- Schedule project activities and build a project network model
- Calculate project budgets and schedule variances using Earned Value EV techniques
- Select the right projects using capital budgeting techniques
- Engage and communicate effectively with project stakeholders

Target Audience

- Project Managers
- Members of Project Management Offices PMOs
- Project Sponsors
- Functional Managers
- Senior Management
- Individuals interested in project management

Course Outline 5 Days

Day 1 - Planning Projects

- Projects versus operations
- Project management definitions
- Managing project constraints
- Applications and benefits of project management
- Project life cycle
- Project charter, scope statement, specifications
- Work Breakdown Structure WBS and project decomposition

Day 2 - Scheduling Projects

- Linking activities and WBS sequencing
- Predecessor sequencing techniques
- Program Evaluation and Review Technique PERT
- Critical Path Method CPM
- Forward and backward scheduling
- Gantt chart and milestone chart
- Slack management and schedule compression techniques
- Resource planning and leveling

Day 3 - Organizing and Controlling Projects

- Project organization and control
- Earned Value Management EVM
- Schedule and budget variances
- Schedule and cost performance indexes
- Project management reporting and auditing
- Role of software in project management

Day 4 - Selecting Projects Using Capital Budgeting

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

Day 5 - Managing Project Stakeholders

- Identifying stakeholders and their types
- Managing stakeholder engagement
- Project manager skills for negotiation and communication

Registration form on the Training Course: Project Management Skills

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