An LDI Training Course

PROJECT MANAGEMENT

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Course Overview

Managing Projects is an essential foundation course and a great starting point for you development in project management. Gain the skills, knowledge and tools you need to start running each stage of the project life-cycle. You will learn to work within organizational and cost constraints and set goals tied directly to stakeholder needs. Get the most from your team and learn to utilize project management tools to get work done on time and within budget. Learn a comprehensive and thorough approach to project management – from the early stage of defining project requirements – to developing work breakdown structures, project change control and closeout.

This course examines project management roles and environments, the project life cycle and various techniques of work planning, and control and evaluation to achieve project objectives. The tools currently available to project managers and team are discussed throughout this course.

Learn about:

- Master fundamental project management skills, concepts and techniques
- Link project goals and objectives to clear, compelling stakeholder needs
- Develop work breakdown structures (WBS)
- Set realistic, measurable objectives and ensure positive results
- Estimate project costs and schedules using simple, proven techniques
- Establish a dependables project control and monitoring system

PMBOK 6th Ed. Guide

Knowledge Areas:

1. Project Integration Management
2. Project Scopes Management
3. Project Quality Management
4. Project Time Management

5. Project Cost Management
6. Project Risk Management
7. Project Human Resource Management
8. Project Procurement Management
9. Project Communications Management
10. Project Stakeholder Management

Organizational Impact:

The Company organization will benefit by:

- Increase project manager's personal effectiveness
- Better production of project outcomes
- Mastering project management soft skills
- Alignment of project and corporate goals
- Understanding conflicts and resolving them
- Development of robust project teams

Personal Impact:

Attendees will gain by participation in this program through:

- Mastering skills in managing project activities
- Learning skills necessary for mastering the art of project management
- Developing a more effective approach to interacting with project stakeholders
- Further developing people management skills
- Ways for building effective plans
- Better overall management and control of project

Who should attend?

This course is intended for project professional, team leaders and team members who are engaged in project work from simple to complex. Because of the universality of the principles and techniques covered, the course will also be of value to anyone managing or involved in projects regardless of the professional background or industry they operate within.

Course Outline:

1. Introduction to Project Management

a. What are "projects"?
b. Why project management?
c. The project life cycle
d. Influences on a project
e. Key stakeholders
f. Project management process groups
g. Project manager responsibilities

2. Project Initiation

a. Understanding the role of senior management
b. Need assessment
c. Project selection
   - *Benefit /cost ratio*
   - *Present value and net present value*
d. Building SMART objectives
   - *Specific*
   - *Measurable*
   - *Agreed to*
   - *Realistic*
   - *Time constrained*
e. Developing requirements
f. Project charters
g. Project requirements document

3. Project Planning

a. Scope planning
b. The work breakdown structure
c. Project estimating
d. Project schedule planning
e. Network diagram - CPM
f. Speeding up the project schedule
g. Project management planning software
h. Project cost planning
i. Responsibility matrix
j. Resources loading and leveling
k. Project risk planning
l. Procurement planning
m. Communication and quality planning

4. Project Implementation

a. Project baselines
b. Developing the project team
c. Organization and team structures
d. Managing project change and project risk
e. Performance reporting
f. Reserve
g. Assessing and monitoring project performance
h. Earned value and sunk costs

5. **Project Closeout**
    a. Scope verification and customer acceptance
    b. Administrative and contractual closure
    c. Transferring lessons learned to future projects

- ## Course Delivery

- This offline (face to face) course is conducted in Bahasa Indonesia.
- Training hours are from 08:00 to 16:00 WIB
- Participants will receive complete materials course.
- Participants will receive a certificate

Course Leader:

Dr. Ir. Firdaus Basbeth MM, PMA CIQAR, CIQNR Position applied for Academic/Lecturer and Researcher

Current Occupation Dean of Faculty of Business and Social Science (Sep 2022 - present), Director of Human Capital (Sep 2022 – April 2023), Binawan University – Jakarta Indonesia Assistant Professor on process to Associate Professor

Research Interest Strategic Management, Risk Management, Entrepreneurship, Organizational Behaviour & Development, Tourism & Hospitality, Business Analytics, Data Science, Advance Statistics, Managerial Decision Analysis, Research Methodology

Qualification: Certified Business Analytics Course - Harvard Business School Online Course Business Analytics Aug, 2021, Certified in Data Science and Analytics course - Algoritma Sept, 2021, Certified Quantitative and Qualitative Researcher by Quantum International, Quantum International accredited by Indonesia KAN (Komite Akreditasi Nasional) March, 2020,

Doctor in Strategic Management Universitas Padjadjaran, Bandung June 9, 2016, Master in Management Institut Teknologi Bandung Feb 19, 2000, Certificate of Workplace Development, Mt Eliza Business School Monash University Melbourne Australia 1997, Bachelor of Chemical Engineering Institut Teknologi Bandung October 24, 1987.

She has more than fifty years of experience in consulting and teaching at universities, public seminars, and in-house training in leading companies. Her areas of teaching are Project Management, Supply Chain Management, Strategic Management, etc. She has a Certified PMA (Project Management Associate).

Recommendation: For each participant, please bring laptops to this course.

For more information and Registration please contack

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