Schedule and Cost Control Training

Duration: **4 Day**

BILGINC IT Academy
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Manage your project's schedule and budget using an integrated approach to planning and performance analysis.

In this course, you will learn the skills you need to effectively establish and manage a realistic schedule and detailed budget. Through hands-on exercises, you'll learn to develop an integrated budget and schedule while monitoring project performance during execution. You will be introduced to analytical techniques, including creation of a work breakdown structure, network diagramming, dependency analysis, critical path determination, three-point estimating, and assessment of resource needs and availability.

You will learn the management tools that help to ensure projects are delivered on time and within budget, as well as the importance of creating baselines for the project schedules and budgets. To communicate your project's progress to stakeholders, you'll learn to use earned value analysis and other reporting techniques. Hands-on exercises will demonstrate the mechanisms and importance of formal change control procedures.

Who Should Attend?

Associate project managers, project managers, IT project managers, project coordinators, project analysts, project leaders, senior project managers, team leaders, product managers, and program managers.

What You Will Learn

- How to develop a balanced plan
- Network diagramming methodologies
- Approaches to identifying a project's critical path
- Time and cost estimating techniques
- Scheduling techniques
- How to include various types of cost and expenditures into budgets
- Practical approaches to budget development
- Efficient ways to gauge and report progress using earned value analysis

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Training Outline

1. Foundations

- Project Management Life Cycle
- Plan-Do-Check-Act Cycle
- Stakeholder Management
- Principles of Integrated Project Planning
- Project constraints
  - Scope
  - Time
  - Cost
  - Risk
- Defining Project Success

2. Planning

- Scope Planning
- Estimating Techniques
- Time Analysis
- Schedule Development
- Cost Analysis
- Control Account Plans
- Integrated Risk Management
- Balancing the Plan by Balancing the Constraints

3. Executing, Monitoring, and Controlling

- Executing the Project Work
- Monitoring Progress
- Earned Value Management
- Controlling Performance
- Communicating with Stakeholders
- Managing Risk During Execution
- Scope Verification and Customer Satisfaction

4. Closing

- Administrative Closure
- Transitioning Deliverables to their New Owners
- Updates to Organizational Process Assets
- Capturing Lessons Learned
- Preparing the Closing Report