

ADVANCED PROJECT MANAGEMENT

OBJECTIVES OF THE PROGRAMME

All modern managers need to be equipped with Project Management skills to effectively manage ever changing environments. The programme is designed with the Project Lifecycle as foundation for applying planning and control techniques. Although powerful (but inexpensive) project management software is readily available for personal computers, its application will only be effective if the planning and control techniques are clearly understood. The project manager needs a compressive toolkit – just as a plumber works with a bag of tools, so the project manager works with a computer producing organisation charts, work breakdown structures, bar charts, resource histograms and cash flow statements. The programme integrates the use MS Project Software.

LEARNING OUTCOMES

By the end of the programme, participants should be able to:

- Understand the history and application of the science of project management, to establish foundational definitions and concepts including the project lifecycle
- Conceptually define good projects, get the right people involved and assess project feasibility
- Apply planning tools and techniques used in project design
- Apply best practices in project execution and control through people management
- Perform formal project closure
- Perform Project Planning and Control with the use MS Project Software



Who Should Attend?

This short learning programme serves as a basis for further studies in business, management and leadership. The programme is aimed at general managers, project managers, project planners, project co-ordinators, project schedulers, construction managers, IT project managers and members of a project office.

Duration: 10 Months



Blended learning approach between contact sessions and online learning

Accreditation:

- Short learning programmes are accredited with the UFS and recognition to predefined formal programmes is available through Recognition of Prior Learning (RPL).
- All short learning programmes can be customised and offered on an in-house basis.
- NQF level: 7
- Credits: 70

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PROGRAMME OUTLINE

This SLP comprises of four themes, covering the following:

- **Theme 1** (Introduction to Project Management and the Project Lifecycle) provides a short history and application of the science of project management, establishes foundational definitions and concepts and introduces the project lifecycle.
 - Project definition
 - Project management definition
 - The process of management by projects
- **Theme 2** (Project Concept & Initiation) focuses on the immense need to conceptually define good projects (frontend design and development), getting the right people involved and assessing project feasibility.
 - Project charter
 - Project team
 - Project feasibility
- **Theme 3** (Project Design & Development) focuses the tools and techniques used in project design and development.
 - Planning tools and techniques used in project design
 - Work breakdown structure
 - Critical path
 - Schedule Gantt Chart
 - Procurement Schedule
 - Resource Planning
 - Budget & Cash Flow
 - Quality Control
 - Risk Management
 - Project Communication
 - Compile a Baseline Plan
 - MS Project Software
- **Theme 4** (Project Implementation and Project Commissioning & Handover) discovers the best practices in project implementation through people management as well as formal project closure.
 - Working in a team
 - Leadership styles relate to decision-making
 - Motivational theory
 - Interpersonal conflict
 - Project Execution and Control
 - Project Reporting
 - Formal project closure



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