

# Project Management Tools and Techniques

A one-day course examining the overall Project Management process and provides practical knowledge of 10 different Project Management tools. This course is aimed at Project Managers and team members who require these essential tools to help them plan and execute their projects. Following the morning session there is a practical Project Management Simulation where your newly acquired Project Management skills can be utilised in a safe environment.

## Morning Session:

1. Project Specifications
2. Project Work Breakdown Structures (WBS)
3. Project Stakeholder Analysis
4. Project Communication Planning
5. Project Responsibility Matrices
6. Project Cost Accounts
7. Project Dependency Charts
8. Project Gantt Charts
9. Project Risk Management
10. Project Monitoring and Control

## Afternoon Session:

A 2-hour Project Management Simulation based on the creation of a Work Breakdown Structure and a Risk Management exercise. Will your team be able to deliver the best project?

Results, Feedback, and Lessons Learnt.



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