

PROJECT MANAGEMENT FOR BEGINNERS

Date : 06th & 07th March 2018

IT SERVICES

Innovation
Customer
Solution

NEWS

SEARCH

BUSINESS

Technologies

IDEAS
SUCCESS
MANAGEMENT

FINANCIAL

In the past few decades, organizations have discovered something incredible: the principles that have been used to create enormous successes in large projects can be applied to projects of any size to create amazing success. As a result, many employees are expected to understand project management techniques and how to apply them to projects of any size.

The Project Management workshop will give participants an overview of the entire project management process, as well as key project management tools that they can use every day. Working with project planning documents, such as needs assessments, risk management plan, and a communication plan will provide benefits throughout your organization.

LEARNING OBJECTIVES

- Define projects, project management, and project managers.
- Identify the five process groups and nine knowledge areas as defined by the PMI.
- Describe the triple constraint.
- Perform a project needs assessment and write goals, requirements, and deliverables.
- Create key project documents.
- Build a project schedule by estimating time, costs, and resources.
- Understand and use the work breakdown structure.
- Create project planning documents, such as a schedule, risk management plan, and communication plan.
- Use planning tools, including the Gantt chart, network diagram, and RACI chart.
- Establish and use baselines.
- Monitor and maintain the project.
- Perform basic management tasks, including leading status meetings and ensuring all documents are complete at the end of the project.

WHO SHOULD ATTEND

Junior executives wanting to explore the world of Project Management.

COURSE OUTLINE

- Introduction to Project Management.
- Project Planning.
- Project Tracking/Monitoring.
- Risk Management.
- Stakeholder Management.
- Resource Management.
- Time Management.
- Project Closure.
- Why Projects Fail.

SPEAKER'S PROFILE

Eric believes in excellence and in equal competition and with his diverse experience in multiple industries (IT, E-commerce, Broadcasting, Multimedia, Manufacturing, and Education) and his involvement in empowerment programs for over a decade has allowed him to engage and facilitate corporate simulation training. His approach in training is in stimulating ideas on the foundation of learning and exploring together. Most of his work involves corporate strategizing and performance augmentation in finance and project management. As a business strategist, he was involved with numerous new product developments, business positioning initiatives and e-commerce launches for Astro and Rocket Internet respectively. His recent involvement in Rocket Internet saw the launch of the two largest e-commerce sites in Malaysia i.e. Zalora and Lazada. His experience also involved managing various business initiatives across 11 countries with work done for AT&T, Shell, Jabil Circuits, World Vision, and Iskandar Regional Development Authority to name a few. Eric holds an MBA in Strategic Management and is a certified Project Manager with the Project Management Institute, USA. Eric is currently pursuing his doctorate with a research interest in economics and project management.

INVESTMENT FEES

RM1,590.00 (including GST) per participant

REGISTER 3 PARTICIPANTS FROM THE SAME ORGANIZATION, THE 4TH PARTICIPANT IS FREE!

Notes: Certificate and lunch provided.

TO REGISTER

Call us at (03) 2072 5003
Email : corporate@malverninternational.edu.my

Our address :
Malvern International Academy
Wisma 2000, Ground Floor, 10 Jalan Hang Lekir
50000 Kuala Lumpur
www.malverninternational.edu.my

DEADLINE FOR REGISTRATION : 02ND MAR 2018



We Are An Approved Training Provider Under SBL Scheme
With Pembangunan Sumber Manusia Berhad
(PSMB/HRDF)