Mastering Project Scope, Schedule & Cost Control

Duration: 5 Days (approximately 35-40 instructional hours)

Course Goal: To equip experienced project managers and professionals with advanced knowledge, tools, and techniques to effectively define, plan, monitor, and control project scope, schedule, and costs, ensuring projects are delivered on time, within budget, and meet stakeholder expectations.

Learning Objectives:

- Develop comprehensive scope statements and robust Work Breakdown Structures (WBS).
- Implement effective scope validation and control mechanisms to prevent scope creep.
- Master advanced scheduling techniques, including critical path method (CPM), critical chain project management (CCPM), and resource optimization.
- Develop accurate and reliable cost estimates using various advanced techniques.
- Establish robust project budgets and cost baselines.
- Implement Earned Value Management (EVM) for integrated performance measurement and forecasting.
- Effectively manage changes to scope, schedule, and cost baselines.
- Utilize project management software for planning, tracking, and reporting on scope, schedule, and cost.
- Analyze performance data to identify variances, predict future outcomes, and implement corrective actions.
- Communicate scope, schedule, and cost performance effectively to stakeholders.

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Target Audience:

- Experienced Project Managers, Program Managers.
- Project Control Officers, Project Planners, Cost Estimators, Cost Controllers.
- Functional Managers with significant project responsibilities.
- Professionals seeking to deepen their expertise in managing the triple constraint.

- Individuals preparing for PMP® or other certifications with a strong focus on these areas.

Prerequisites:

Solid understanding of fundamental project management principles and terminology.Prior experience in managing or significantly contributing to projects.Familiarity with basic scope, schedule, and cost management concepts.

Teaching Methodology:

Interactive lectures, advanced case studies, hands-on workshops using practical tools and templates, software demonstrations (e.g., MS Project, Primavera P6 basics, or specialized EVM tools), group discussions, problem-solving exercises, and peer learning.

Materials Provided:

- Comprehensive course workbook with advanced concepts, methodologies, and best practices.
- A toolkit of advanced templates (e.g., detailed WBS, Responsibility Assignment Matrix, Change Request Form, EVM calculation worksheets).
- Case study documents and datasets for exercises.
- Access to selected online resources, articles, and white papers.
- Certificate of Completion.

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Detailed Day-by-Day Curriculum

Day 1: Advanced Scope Definition & Control

Module 1: Foundations of Integrated Scope, Schedule, & Cost Management (Approx. 1.5 hours)

Module 2: Mastering Project Scope Definition (Approx. 3 hours)

Module 3: Advanced Work Breakdown Structure (WBS) Techniques (Approx. 3 hours)

Day 2: Advanced Scheduling Techniques

Module 4: Validating and Controlling Project Scope (Approx. 2 hours)

Module 5: Advanced Network Diagramming & Critical Path Method (CPM) (Approx. 3 hours)

Module 6: Resource Planning & Optimization Techniques (Approx. 2.5 hours)

Day 3: Advanced Scheduling (Cont.) & Cost Estimation

Module 7: Schedule Compression & Advanced Scheduling Models (Approx. 3 hours)

Module 8: Advanced Cost Estimation Techniques (Approx. 2.5 hours)

Module 9: Determining the Project Budget & Cost Baseline (Approx. 2 hours)

Day 4: Earned Value Management (EVM)

Module 10: Introduction to Earned Value Management (EVM) (Approx. 1.5 hours)

Module 11: EVM Performance Metrics & Analysis (Approx. 3 hours)

Module 12: EVM Forecasting Techniques (Approx. 3 hours)

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Day 5: Integrated Control, Reporting & Advanced Topics

Module 13: Integrated Change Control for Scope, Schedule & Cost (Approx. 2 hours)

Module 14: Performance Reporting & Stakeholder Communication (Approx. 2.5 hours)

Module 15: Advanced Topics & Best Practices (Approx. 2 hours)

Module 16: Course Review, Action Planning & Wrap-up (Approx. 1 hour)

Review of key concepts and techniques.

Open Q&A.

Action planning: Applying learning to real-world projects.

Resources for continued learning.

Course evaluation.

Important Notes for this Advanced Course

Practical Application: Heavy emphasis on hands-on workshops, case studies, and calculations is crucial.

Tool Familiarity: While not a software training course, demonstrating how tools support these advanced techniques is beneficial.

Experienced Instructor: The instructor should have significant practical experience in project controls and EVM implementation.

Assumed Knowledge: The course builds upon foundational PM knowledge, so less time is spent on basic definitions.

Interactivity: Encourage participants to share their experiences and challenges to foster peer learning.

This curriculum provides a robust framework for a course aimed at truly mastering the critical elements of project scope, schedule, and cost control.

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