**Objective:**

The course is intended to hand on the project management globally recognized best practices for project managers so as to customize the practices to fit with their real-life situation, increase efficiency and effectiveness and be able to manage projects to achieve objectives under constraints and risks.

The essential project management body of knowledge and skills delivered in this course are how to structure organization to support project success, managing stakeholder expectation, scope management and planning, risk management, human resource management, how to create ownership and motivate project team, situational leadership, budget management, monitoring and controlling and project management software application.

For participants’ better understanding, the instructors hand out the practical and powerful tools, techniques and best practices thru project scenario-based workshops with continuous case from project initiating to project monitoring.

**Who Should Attend:**

People who work in project-based or stake in projects.

- Management people who manage or coordinate projects
  - Corporate Manager
  - Project Manager
  - Project Team Leader
  - Project Coordinator
- Operation staffs or project members who direct or execute project activities

**Course Benefit:**

Participants will learn how to:

- Properly initiate and manage project to secure project success
- Plan, organize and monitor projects effectively within time and budget
- Be able to apply project management software to manage projects

**Duration:**

3 days (18 hours, 18 PDUs), 09:00 – 16:00

**PMI Skills:**

Technical Project Management 18 PDUs

**Training Date:**

See Training Schedule on www.knowledgertraining.com

**Venue:**

Jasmine City Hotel, Soi Sukhumvit 23, Asoke, Bangkok

**Method:**

Lecture and workshops

**Language:**

Thai

**Instructors:**

Arintra Punyayuttakan, PMP, PMI-ACP, CSM, CSPO, LeSS, CSQA, CSTE, CSPM, MCTS
Paiboon Punyayuttakan PMP, CISSP, CISA, IRCA, ITIL, Project+
Pennapa Pumma PMP

Registration:  Download Registration Form and send to info@knowledgertraining.com

Equipment:  On day 3 of the training, please bring your notebook installed any version of Microsoft Project for the training.

Course Outline:  Project Management Practitioner

Day 1
- Introduction to Project
  - Project Manager and Innovator
  - Characteristic of Project
  - Output & Outcome
  - Components of Project Success
- Project Management
  - Project Life Cycle
  - Project Management Knowledge Areas
  - Project Management Processes
- Business Case
  - Start with Business Case
  - Project Scenario & Business Case Workshop
- Project Charter
  - Why Project Charter?
  - Project Objectives
  - Assumption & Constraints
  - Project Scenario & Project Charter Workshop
- Project Stakeholder Management
  - Why Project Stakeholder Management?
  - Identify Stakeholders
  - Project Stakeholders
  - Manage Stakeholder Expectation
  - Stakeholder Strategies
  - Project Scenario & Stakeholder Analysis Workshop

Day 2
- Project Scope Management
  - Source of Requirements
  - Requirement Gathering Techniques and Implementation
  - Good Characteristics of Requirements Specification
  - Create Work Breakdown Structure (WBS)
    - Project Scenario & WBS Workshop
- Project Time Management
  - Project Estimation Techniques
  - Activities Sequencing & Dependency

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728 Bangbon 4 Soi 7, Bangbon Nuea,
Bangbon, Bangkok 10150 Thailand

Tel: 099-283-5200, 081-583-8805
Email: info@knowledgertraining.com
- Project Scheduling
- Critical Path Method (CPM)

- Project Risk Management
  - Sense of Managing Risk
  - Risk Management Planning
  - Risk Identification Techniques
  - Risk Assessment
  - Key Risk Indicator (KRI) & Risk Trigger
  - Risk Ownership
  - Risk Response Planning
  - Risk Monitoring and Control
  - Risk Profile
  - Project Scenario & Risk Management Workshop

Day 3
- Project Cost Management
  - Cost Management Planning
  - Cost Budgeting
  - Why Measurement?
  - Cost Baseline (S-Curve)
  - Earned Value Technique
  - Cost Performance Index
  - Schedule Performance Index
  - Performance Improvement Strategy

- Project Management Application
  - Manage Single Project with Microsoft Project
  - Microsoft Project Workshop

Course Fee: 22,900 Baht
Early Bird 19,900 Baht - to be paid 2 weeks prior to training

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Payment: Transfer thru bank or pay cheque

1. By Cash – Please pay to the account name “บริษัท โกลเดอร์ เครื่องจักร”
2. **By Cheque** – Please pay A/C Payee Cheque to “Knowledger Co., Ltd.” ("บริษัท โกลเดอร์ จำกัด")

To complete the registration process, please scan and email the pay-in slip and withholding tax slip (if any) to info@knowledgertraining.com. Knowledger will acknowledge the registration to the registrant and the HR/coordinator emails provided.

หัวข้อรายการและมูลบุคคล สามารถทักหรือที่จ่ายได้ตามหลักเกณฑ์ที่อยู่ในการขอเอกสารใบหักภาษีณที่จ่าย บริษัท โกลเดอร์ จำกัด สำนักงานใหญ่ เลขประจวบคู่เสี่ยงภาษี 010555106113 728 ซ. บางบอน 4 ซอย 7 แขวงบางบอนเหนือ เขตบางบอน กทม. 10150

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