PMI: Project Management In Practice

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: Ways of Working 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

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728 Bangbon 4 Soi 7, Bangbon Nuea,   *Tel: 099-283-5200, 081-583-8805*
Bangbon, Bangkok 10150 Thailand   *Email: info@knowledgertraining.com*

Instructors:	Arintra Punyayuttakan, PMP, PMI-ACP, CSM, CSPO, LeSS, CSQA, CSTE, CSPM, MCTS
	Paiboon Punyayuttakan PMP, CISSP, CISA, IRCA, ITIL, Project+
Registration:	Fill in the Registration Form in Training Schedule page of www.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 In Practice**

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)
  - Design WBS in Waterfall Pattern
  - Design WBS in Incremental Pattern

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- Design WBS in Iterative Pattern
- WBS Pattern Selection Criteria
- *WBS Pattern Selection Workshop*
- *Project Scenario & WBS Workshop*
- Project Schedule Management
  - Project Estimation Techniques
  - Activities Sequencing & Dependency
  - 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 Response Planning
  - Risk Monitoring and Control
  - Risk Profile
  - *Project Scenario & Risk Management Workshop*

Day 3
- Project Cost Management
  - Estimate Cost Activity
  - Develop Cost Baseline (S-Curve)
- Project Schedule Tracking & Reporting with Microsoft Project
  - Setup Project Parameter in Microsoft Project
  - Create WBS in Microsoft Project
  - Identify Task Dependency in Microsoft Project
  - Setup Timescale in Microsoft Project
  - Assign Resource in Microsoft Project
  - Update & Calculate % Complete in Microsoft Project
  - Review Gantt Chart & Calculate %Complete with MS Project
  - Calculate %Complete Actual VS %Complete as Plan
  - Develop Slide Progress Report
  - *Microsoft Project Workshop (Project Schedule Tracking & Reporting)*

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Course Fee: 22,900 Baht

Early Bird 19,900 Baht - to be paid 2 weeks prior to training

(Baht)	Course Fee	VAT 7%	Total (No Withholding Tax)	Withholding Tax (3%)	Total with Withholding Tax
Normal Rate	22,900	1,603	24,503	687	23,816
Early Bird Rate	19,900	1,393	21,293	597	20,696

Payment: Transfer thru bank or pay cheque

1. By Cash – Please pay to the account name "บริษัท โนวเลดเจอร์ จำกัด"

Bank	Branch	Account Type	Account No.
	สุขาภิบาล 1 (บางบอน)	ออมทรัพย์	716-2-50476-7
	เซ็นทรัล พระราม 2	ออมทรัพย์	436-1-49772-2

2. By Cheque – Please pay A/C Payee Cheque to "Knowledger Co., Ltd." ("บริษัท โนวเลดเจอร์ 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.

หน่วยงานราชการและนิติบุคคล สามารถหักภาษี ณ ที่จ่ายได้ตามหลักเกณฑ์
ที่อยู่ในการออกเอกสารใบหักภาษี ณ ที่จ่าย
บริษัท โนวเลดเจอร์ จำกัด สำนักงานใหญ่ เลขประจำตัวผู้เสียภาษี 0105555106113
728 ซ. บางบอน 4 ซอย 7 แขวงบางบอนเหนือ เขตบางบอน กทม. 10150

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