

PMF: Project Management Fundamental

Objective: The course focuses to hand on project managers the project management globally recognized best practices in initiating and planning processes.

Participants will learn and practice skills how to secure project since project initiating, managing stakeholder expectation, scope management, which activities should be focused to ensure on-time project delivery, and planning, risk management.

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 closing.

Who Should Attend: People who work in project-based or stake in projects.

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

Course Benefit: Participants will learn how to:

- Properly initiate project and manage stakeholders expectation to secure project success
- Plan and organize projects effectively in terms of scope, time and risk

Duration: 2 days (12 hours, 12 PDUs), 09:00 – 16:00

PMI Skills: Ways of Working 12 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+

Registration: Fill in the Registration Form in Training Schedule page of www.knowledgertraining.com

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Course Outline: Project Management Fundamental

Day 1

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

Day 2

- Project Scope Management
 - o Source of Requirements
 - o Requirement Gathering Techniques and Implementation
 - o Good Characteristics of Requirements Specification
 - o Create Work Breakdown Structure (WBS)
 - o Design WBS in Waterfall Pattern
 - o Design WBS in Incremental Pattern
 - o Design WBS in Iterative Pattern
 - o WBS Pattern Selection Criteria
 - o *WBS Pattern Selection Workshop*
 - o *Project Scenario & WBS Workshop*
- Project Schedule Management
 - o Project Estimation Techniques
 - o Activities Sequencing & Dependency
 - o Project Scheduling
 - o Critical Path Method (CPM)

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

Course Fee: 18,500 Baht
Early Bird 15,500 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	18,500	1,295	19,795	555	19,240
Early Bird Rate	15,500	1,085	16,585	465	16,120

Payment: Transfer thru bank or pay cheque

1. By Cash – Please pay to the account name “บริษัท โนวเลตเจอร์ จำกัด”

Bank	Branch	Account Type	Account No.
	สาขาภิบาล 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 “Knowledgeger Co., Ltd.” (“บริษัท โนวเลตเจอร์ จำกัด”)

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

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

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