1. Course Details:

Course Code : PMIM-008
Course Title : Supervising for Implementation of Projects
Course Duration : 5 Days

2. Course Overview:

- Organizations that are project driven are faced with the challenge of effective management of inter-dependent, varied priority, varied value, multi-players, shared-resources, short and long term, multiple-accountability, shared-authority, variable risk level and dynamic projects. Therefore, it is not enough to deliver single projects successfully. Leaders are focusing on the effectiveness of whole organizations, and the delivery of a web of changing and interacting projects to achieve the aims of their organizations.

3. Learning Outcomes:

- Explain Multiple Project Management specifics and how it differs from the Traditional Project Management
- Identify the benefits their organization will gain from implementing Multiple Project Management techniques
- Obtain a systematic approach for implementing Multiple Project Management techniques at their organization
- In addition, there will be a case study on implementing Enterprise Project Management at an organization

4. Course Contents:

Project Management Key Concepts

- Projects and Operations
- Current Trends
- What Projects Exist Within an Organization
- Why Projects Fail?
- PM Key Concepts

Project Life Cycle and PM Phases

- Project Phases
- Project Life Cycle
- Project Management Processes

Initiating Projects

- Purpose of initiating Projects
- The Project Charter
- Project Kick Off Meeting

Planning Projects

- Propose of Planning Projects
- The Work Breakdown Structure
- Develop the Project Plan

Planning Project, Continued

- Develop the Resource Plan
- Cost Estimating and Cost Budgeting
- Establishing the Project Team
- Communication Plan
- Procurement Plan
- Risk Management Plan
- The Project Management Plan

Implementing Projects

- Executing Projects
- Purpose of Executing Projects
- Scope Verification
- Distributing Project Information
- Project Team
- Quality Assurance
- Contract Administration
- Purpose of Controlling Projects
- Updating the Project Schedule
- Change Control

Closing Projects

- Purpose of Closing Projects
- Identify Inputs and Outputs, Tools and Technique

Role of Project Manager

- Project Manager Roles
- Project Manager Responsibilities
- Project Manager Skills

Multi-PM and Single Project PM

- Difference Between MPM and SPM
- Criteria for selecting Projects in MPM Grouping
- Benefits of MPM
- Portfolio &Resource Management
- Organization Wide Planning
- Process Management

The Project Management Office

- PMO Functions
- PMO Positions
- Keys to Successful PMO Deployment

Enterprise Project Management Solutions

- EPMS Functions
- Objectives of EPMS
- Can EPMS Save On Project Spending?
- Selecting an EPMS solution

Project Management Education

- Areas of PM training
- Who needs PM Training?
- How to setup PM Training Program?

Project Management Maturity

- Level 1: Ad Hoc
- Level 2: Consistent
- Level 3: Integrated
- Level 4: Comprehensive
- Level 5: Optimizing

Implementing Multi- Project Management Information System

- Creating MPM Database
- Creating Project Templates
- Create A New Project
- Single Project Reporting
- Multi- Project Reporting
- Updating the Project Plan

Quality control methods in the site, and practical examples to the quality control systems

- The projects execution problems and the overcoming methods for it
- The general specifications of the buildings between the theoretical concepts, and the practical applications
- Some of the means and the operations that help in the supervision. operation success on the buildings
- Workshop for the practical methods of supervision concept application on the buildings
- Field visits to the knowledge of the supervision styles and the quality control systems and the general specifications application to the building on sites

5. Attendance Reports:

- Send daily attendance reports to trainingdep
- Send full attendance report to training dep. by the end of thecourse
- Attend 100 % from the course days also providedaily
- Issue attendance certificate for participant who attend minimum 80% from the course duration

6. Pre/Post Reports:

- Pre- assessment before starting training.
- Post assessment after finish training
- Full report for the deferent between Pre-& Post assessment

7. Who Should Attend?

- Site Engineers
- Cost Engineers
- Site Superintendents

- Construction Managers
- Project Management Professionals
- New Construction Project Professionals