



Project Managers Network

Creating capability in Project Management

Project Managers Network
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Inhouse Training Courses in Project management

Project Managers Network offers a range of in-house training programs covering the full spectrum of Project Management.

The courses are all based on local and international standards, and current best practice, together with the hands-on experience of our course leaders. Each course is highly interactive and uses a case study to allow participants to apply the principles to real life situations.

Stream 1 – Principles of Project Management – self contained modules covering all PM skills

Profile of Attendees

Team Members or Leaders, Project Managers, and experienced PM's

Course Name	Description	Intended audience	No. of days
Project Planning – Fundamentals of Project Management	<ul style="list-style-type: none">• Introduction to best practices in planning a project, with emphasis on planning and basic implementation, not the full project life cycle• Primarily designed for use with a workplace project, the course develops an entire plan following the planning work flow, culminating in a presentation to the group of each individual plan• Aligned with <i>PMBOK® Guide</i> and Australian NCSPM (*)	<p>For in-house project teams or diverse teams from the same industry with limited experience of project work.</p> <p>Attendees are typically engaged in their first or second project.</p>	2

In-house Training Courses in Project management

Course Name	Description	Intended audience	No. of days
Project Management Essentials	<ul style="list-style-type: none"> • General Principles of Project Management • Presentations and case study work emphasising the project life cycle and its work flows • Aligned with <i>PMBOK® Guide</i> and Australian NCSPM (*) 	For team members or the less experienced or part time team leader or PM with some experience of projects.	2
Project Management – the Complete Guide	<ul style="list-style-type: none"> • Provides an essential guide to best practices in planning and implementing a project throughout the entire project life cycle • Covers all knowledge areas and processes in the <i>PMBOK® Guide</i>. While not intended as an intensive “PMP exam prep” workshop, it provides the essential detail required to understand and utilise the project management standard. • Detailed presentations with case study activities in all knowledge areas 	<p>For professional PMs especially those seeking accreditation with PMI.</p> <p>Note: This is an intensive workshop with problem solving and team work, NOT an exam cram course.</p>	3
IT Project Management for Practitioners	<ul style="list-style-type: none"> • Based upon the 3 day project management course (see above), but with greater emphasis on issues relating to IT and telecommunications, including critical success factors for IT projects, quality and risk factors in IT, user requirements, and life cycles. • Covers all knowledge areas and processes in the <i>PMBOK® Guide</i> 	For professional PMs in Information Technology or telecommunications	3

(*) National Competency Standard in Project Management

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Stream 2 – Specialised Project Management Skills and Methods – 1 or 2 day workshops on particular project skills

Profile of Attendees

Project Team Members, as well as Team Leaders, Project Managers, and experienced PM's

Course Name	Description	Intended audience	No. of days
Making the Business Case	<ul style="list-style-type: none"> • An intensive two-day workshop aimed at project managers, team leaders and business analysts that covers the entire process involved in justifying a project by means of a business case. • Detailed presentations cover: how to structure and develop a project business case; how to develop alternatives for analysis; the roles of financial analysis and non quantitative factors in justifying a project and how to document and present a business case • Provides tools and techniques applied to a case study with group activities. 	<p>For project managers, business analysts and line managers required to develop a business case justification for a new venture or investment.</p> <p>A more specialised presentation and case is available for project and management staff in IT vendors or departments.</p>	2
Project Risk Management	<ul style="list-style-type: none"> • Full and detailed coverage of <i>PMBOK® Guide</i> and Australian Risk Management process, tools & techniques as applied to the project life cycle, including practical work with a business project case study • Combines presentations with case study activities and standalone exercise 	For team members and Project Managers in business or technical projects.	1

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Course Name	Description	Intended audience	No. of days
IT Project Risk Management	<ul style="list-style-type: none"> • Full and detailed coverage of <i>PMBOK® Guide</i> and Australian Risk Management process, tools & techniques as applied to the project life cycle, including practical work with an IT project case study • Application of risk management to specific issues in IT projects, such as infrastructure rollout, COTS software implementation and development projects • Combines presentations with case study activities and standalone exercise 	For team members and Project Managers in Information Technology or telecommunications	1
Managing Stakeholders	<ul style="list-style-type: none"> • A key project success factor is managing stakeholder expectations and effectively managing their needs and wants. This practical course shows how to identify key stakeholders, define their roles, establish their commitment level for the project, align and prioritise stakeholder requirements to business and organisational objectives, and gain 'buy-in'. • This workshop draws upon industry sources such as the <i>PMBOK® Guide</i> and good business principles to show how to identify stakeholders, prioritise their needs and to develop a stakeholder management plan to minimise risk and resolve issues that may adversely affect your project. • Provides tools and techniques applied to a case study with group activities. 	<p>For PMs, team members and line managers with project responsibilities.</p> <p>This workshop does not teach basic project management principles. All participants are assumed to have a working knowledge of planning and management practices and hands-on project management or product development experience.</p>	1

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Course Name	Description	Intended audience	No. of days
Facilitation Techniques for Business and Six Sigma Project Teams	<ul style="list-style-type: none"> • A one-day workshop which provides business and technical managers and project team leaders with insight and practice in facilitating team problem solving using a number of common team data gathering and problem solving techniques • These tools and techniques include brain storming (several formal methods), control charts, Pareto charts, flow charting, cause-effect diagrams, checklists and other common forms of data gathering and analysis. • Provides tools and techniques applied to a case study with group activities. 	<ul style="list-style-type: none"> • Team managers and leaders in all industries (building, engineering, IT, manufacturing and finance) who must develop project plans and solve business problems, or who have to make business decisions using uncertain or fluctuating data. • Operational managers, business personnel responsible for gathering and interpreting facts and making common management decisions. 	1

In-house Training Courses in Project management

Stream 3 –Project Management Software tools

Profile of Attendees

Project Team Members, as well as Team Leaders, Project Managers, and experienced PM's

Course Name	Description	Intended audience	No. of days
Managing Projects with Microsoft Project (NB - requires computer lab or a laptop for each team in class)	<ul style="list-style-type: none"> • Introductory to Intermediate hands-on workshop whose focus is on cost and schedule modelling and managing one project well in Microsoft Project using good PM principles. • Practical exercises include use of network diagrams and Gantt charts, the process of developing a schedule, the assignment of resources, estimation, tracking progress and producing reports. • With more experienced audiences, the course will also discuss customisation of MS Project and the use of macros to automate processes. 	For PMs, Team Leaders and others with some knowledge of Project Management. Users of MS Project 2003 or 2007	2

In-house Training Courses in Project management

Stream 4 – Principles of Program & Product Management – advanced workshops for senior program staff

Profile of Attendees

Senior Project Managers, Business Unit Managers, Program Managers, Managers responsible for Project Portfolios

Course Name	Description	Intended audience	No. of days
Establishing Program and Project Offices	<ul style="list-style-type: none"> • Roles & responsibilities of Program/Project Offices, tools and techniques including repository & framework, making changes to organisation culture, on-going development of PM practice, monitoring project portfolio. • Interactive presentations and discussions are used to stimulate ideas and generate practical case study solutions. Course templates and practical case example allow attendees to apply their skills and review sample solutions to a realistic case study environment. 	<p>Directors / Managers within organisations who wish to understand the benefits of an effective PMO</p> <p>Also designed for program managers, project managers and others involved in establishing Program and Project Offices</p>	1
Managing Risk in Business Decisions	<ul style="list-style-type: none"> • The basic foundations of risk management, establishing a risk management process, planning and identifying risks, performing risk assessment, developing risk responses, implementing risk responses • Applicable to both project and operational risk management, and aligned to Australian Standard for Risk Management plus the <i>PMBOK® Guide</i> • Combines presentations with case study activities and standalone exercises 	Operational Business Unit Managers, Team Leaders or Project Managers	1

In-house Training Courses in Project management

Course Name	Description	Intended audience	No. of days
Managing Supplier Relationships	<ul style="list-style-type: none"> Detailed coverage of complete procurement life cycle, from initiation to contract administration, including tendering process, contract development, negotiating and techniques for sharing risk with Suppliers 	Business Unit Managers and PM's involved in procurement	1
Developing Organisation Capability in Managing Projects	<ul style="list-style-type: none"> Organisation PM maturity components, Program Management, Organisation culture and structure, implementing a new organisation model for managing projects 	For Senior Managers and Program Managers	1
Program and Portfolio Management	<ul style="list-style-type: none"> Programs link Projects to Business strategy, Project selection, Program Management tools & techniques, issues in implementing Program management 	For Senior Managers and Program Managers	2

For further information on our public or in house course options, please contact John Flynn in Sydney

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