

**Training Title**

**PROJECT SCHEDULING & COST PLANNING SKILLS**

**Training Duration**

5 days

**Training Venue and Dates**

<b>Project Scheduling &amp; Cost Planning Skills</b>	<b>5</b>	<b>18-22 November, 2024</b>	<b>\$6,500</b>	<b>London, UK</b>
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*Trainings will be conducted in any of the 4 or 5- star hotels.*

**Training Fees**

- *6,500 US\$ per participant for Public Training includes Materials/Handouts, tea/coffee breaks, refreshments & Lunch.*

**Training Certificate**

*Prolific Consultants FZE Certificate of Course Completion will be issued to all attendees.*

**COURSE OVERVIEW**

**COURSE DESCRIPTION**

*Project Scheduling involves creating a timeline for project tasks and milestones, allocating resources, and setting deadlines to ensure timely project completion. It includes methods like Gantt charts, Critical Path Method (CPM), and Program Evaluation and Review Technique (PERT).*

*Cost Planning entails estimating, budgeting, and controlling project costs. It includes forecasting expenses, setting a budget, and monitoring financial performance throughout the project to avoid overruns and ensure financial efficiency.*

*Mastering these skills helps in organizing tasks, optimizing resources, managing budgets, and ultimately delivering successful projects on time and within budget.*

**COURSE OBJECTIVES:**

*All the essentials elements in the design, analysis, and troubleshooting of distillation processes  
Timely Completion: Creating a clear timeline with deadlines and milestones to keep the project on track.*

*Resource Optimization: Allocating and managing resources effectively to avoid bottlenecks and delays.*

*Budget Management: Estimating costs accurately, setting a realistic budget, and controlling expenses to avoid overspending.*

**Risk Mitigation: Identifying potential scheduling and cost-related risks early and planning strategies to address them.**

**SUITABLE FOR:**

- *Project Managers*
- *Team Leaders*
- *Financial Analysts*
- *Resource Planners*
- *Operations Managers*
- *Stakeholders*
- *Budget Analysts*

**TRAINING METHODOLOGY:**

*A highly interactive combination of lectures and discussion sessions will be managed to maximize the amount and quality of information and knowledge transfer. The sessions will start by raising the most relevant questions, and motivate everybody find the right answers. You will also be encouraged to raise your own questions and to share in the development of the right answers using your own analysis and experiences. Tests of multiple-choice type will be made available on daily basis to examine the effectiveness of delivering the course. Very useful Course Materials will be given.*

**COURSE OUTLINE :-**

**Course Program**

***Day 1: Introduction***

- *Basics of project management and scheduling (Gantt charts, milestone charts)*
- *Cost planning fundamentals (cost types, budget basics)*
- *Introductory case study*
- *Exercise: Create a Gantt chart and estimate project costs*

***Day 2: Advanced Scheduling***

- *Critical Path Method (CPM) and Program Evaluation and Review Technique (PERT)*
- *Resource allocation and scheduling software overview*
- *Exercise: Develop a schedule using CPM and practice resource leveling*

***Day 3: Cost Estimation***

- *Cost estimation techniques (analogous, parametric, bottom-up) and budgeting*
- *Cost control and Earned Value Management (EVM)*

- *Exercise: Develop cost estimates and a project budget*

**Day 4: Integration**

- *Linking scheduling with cost planning and risk management*
- *Case study on integrated scheduling and cost planning*
- *Exercise: Integrate schedule and cost data, develop a risk management plan*

**Day 5: Advanced Topics & Wrap-Up**

- *Handling scope changes, schedule compression, and advanced cost management*
- *Final project presentation and course review*
- *Exercise: Comprehensive project integrating all learned aspects*

**Case Studies, Last Day Review, Discussions & Pre & Post Assessments will be carried out.**

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