

Scope, Schedule and Cost Management

Description

Main training objectives

- Preparation for effective **identification and approval of requirements** project to precisely **define its scope** and meet stakeholder expectations.
- Thorough **practicing the process of creating a work breakdown structure (WBS)** and discussing the results with the leader and the group.
- Strengthening competences in the field **estimating the duration of tasks** and **creating and analyzing the schedule** project, which allows **avoid delays**.
- Presentation of methods **cost estimation and budgeting** project that help you plan effectively and **control expenses**.
- Familiarization with **tools** to measure the degree of project implementation.
- **Conducting a project simulation** with an emphasis on scope, schedule and cost planning and managing changes in this area.

This training is recommended for

- Project managers who want to systematize knowledge.
- Management staff supervising projects.
- Beginning project managers.
- Members of project teams.
- Candidates to obtain PMP®/CAPM® certification.

Training program

Day 1

1. Team project planning
2. Defining and approving project requirements – rules and tools
3. Project scope planning based on stakeholder requirements
4. Project scope declaration

5. Building a Work Breakdown Structure (WBS)
6. Types of WBS, WBS dictionary, work package
7. Defining activities in the project
8. Techniques for estimating the duration and costs of activities
9. Creating a project schedule – trends and practices
10. Network diagrams, Gantt chart and milestones

Day 2

1. Budgeting techniques for the project and its individual phases
2. Planning project schedule and financial reserves
3. Time estimation and task synchronization – critical path technique
4. Rolling planning, reserve analysis, PERT method, KANBAN board
5. Project implementation indicators – earned value assessment
6. Change management – deviations in the cost estimate and schedule
7. Completion of the project in terms of scope, schedule and costs

Participants **after completing the training:**

- They can **clarify the scope of the project**, to **dprovide a product that exactly meets your needs** stakeholders.
- **They have tools** to accurately determine the duration of tasks i **can minimize the risk of delays** on the schedule.
- **They know budgeting and expense control techniques** and they know how **manage changes** in the area of costs.
- They own **training completion certificate** with an accredited PMI® partner.

Scope, Schedule and Cost Management training also includes **II module of the PMP® Academy** – copyright **a program that thoroughly prepares you for the role of an effective project manager**. Join the Academy if you want to learn to use the best global practices. You will learn more about the Academy [here](#).