

Course Name: Project Planning

Course Overview:

This course will enable participants to review and understand planning processes and then produce plans for their own projects. Their plans will be developed with the assistance and guidance of CEBG instructors. The strength of this course is that the participants leave with a practical tool that can be utilized on their current projects as well as knowledge that may be applied to any project that they may be assigned later in their careers.

Course Length: This course is an intensive 3-day course.

Who should attend?

- Project Managers
- Program Managers
- Product Managers
- Support Staff
- Sales Managers
- Executive Staff

You will learn:

This course will enable participants to understand the process and the importance of project planning. All participants will also participate in "hands-on" preparation of plans for their projects. Upon completing the course, the participants will have the knowledge, experience, and understanding of project planning and control; they will also have a plan for their current project.

Prerequisites: None

Customizable Course: No

Course Content:

Project Planning Overview

Operational Planning

Project Planning

- Understanding the Project Planning Process Flow
- Finalizing customer requirements and the planning process
- Building a detailed Work Breakdown Structure (WBS)
- Developing a project PERT / Network / Precedence Diagram
- Critical Path Analysis (forward/backward pass)
- Risk assessment in the planning process
- Accomplishing resource loading / leveling the network



- Building detailed schedules
- Integrating contractor, sub-contractor, and associate contractor schedules

Planning tools and techniques (Intro to MS Project)

The control function in planning (The key second half of Project Planning) – making sure the plan happens as scheduled

