MASTERING PROJECT MANAGEMENT



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Introduction

Mastering Project Management is a comprehensive Training Course that develops the full set of skills a project manager needs to lead work from idea to closure. Participants learn how to define scope, build schedules, control budgets, and manage the people who deliver the results. The course follows recognised practice from initiation through planning, execution, monitoring, and close-out. Furthermore, it connects technical tools to leadership behaviour, because projects succeed through both. In addition, participants practise agile and predictive approaches so they can choose the right method for each situation. As a result, they leave ready to lead projects with structure and confidence.

Mastering Project Management Course Objectives

- Initiate projects with clear charters, stakeholders, and success criteria.
- Build work breakdown structures and activity networks for any scope.
- Develop schedules using Gantt charts, critical path analysis, and milestone planning.
- Estimate and control cost with budgeting, earned value management, and forecasting.
- Manage scope through change control and requirements traceability.
- Identify and treat risks using a risk register and response planning.
- Apply quality planning and control against acceptance criteria.
- Lead teams with delegation, motivation, and conflict resolution techniques.
- Engage stakeholders using mapping, communication plans, and reporting.
- Apply PMBOK and agile practices appropriately across project types.

Course Methodology

- Workshop sessions built on end-to-end project scenarios.
- Guided practice with scheduling, costing, and risk tools.
- Simulation exercises on scope changes and team conflicts.

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- Group review of participant plans and project documents.
- Case studies from IT, construction, and service projects.
- Action planning that turns each module into workplace practice.

Who Should Take This Course

- New and practising project managers.
- Team leaders moving into project roles.
- Programme and PMO coordinators.
- Functional managers running internal projects.
- Engineers and specialists leading deliverables.
- Consultants managing client engagements.

Mastering Project Management Course Outlines

Day 1: Project Initiation and Scope Definition

- Project life cycle and the role of the project manager.
- Developing the project charter and business case.
- Identifying stakeholders and success criteria.
- Collecting requirements and defining scope.
- Building the work breakdown structure.
- Scope statements, assumptions, and constraints.
- Governance structures and approval gates.

Day 2: Scheduling and Resource Planning

- Activity definition, sequencing, and duration estimating.

- Network diagrams and critical path method.
- Gantt charts, milestone charts, and baselines.
- Resource estimating, loading, and levelling.
- Cost estimating and budget baseline development.
- Procurement and make-or-buy decisions.
- Communications and quality planning.

Day 3: Execution, Leadership, and Team Management

- Directing and managing project work.
- Team development stages and motivation techniques.
- Delegation, coaching, and performance feedback.
- Managing virtual and cross-cultural teams.
- Conflict resolution and negotiation approaches.
- Acquiring, developing, and managing the team.
- Managing stakeholder engagement day to day.

Day 4: Monitoring, Control, and Risk Management

- Tracking progress with earned value management and KPIs.
- Schedule and cost variance analysis.
- Integrated change control and change request handling.
- Risk identification, analysis, and response planning.
- Issue logs and escalation procedures.
- Quality control and validation of deliverables.
- Performance reporting and dashboard design.

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Day 5: Closure, Agile Practice, and Continuous Improvement

- Closing projects and phases formally.
- Acceptance, handover, and lessons learned.
- Agile and hybrid delivery: Scrum, Kanban, and sprints.
- Benefits realisation and post-project review.
- Knowledge management and documentation.
- Personal productivity for project managers.
- Building a personal development plan.

Conclusion

By successfully completing Mastering Project Management, participants will gain a complete framework for leading projects from initiation to closure. They will have acquired practical skills in scope definition, scheduling, cost control, risk management, team leadership, and stakeholder communication. In addition, they will know how to select between predictive and agile delivery methods. Gentex Training Center designs this course so professionals can apply proven project management practice immediately.

FAQs for the Mastering Project Management course

Q1 What is the "Mastering Project Management" course about?

It is a five-day programme covering the full project life cycle. It explains how to initiate, plan, execute, monitor, control, and close projects using recognised frameworks, with practical work on scope, schedules, budgets, risks, teams, and stakeholders.

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Q2 What are the key benefits of the "Mastering Project Management" course?

Participants deliver projects with clearer scope and more predictable dates and budgets. They detect problems earlier, manage teams and stakeholders better, and reduce rework. Organisations gain stronger governance, better reporting, and higher rates of successful project closure.

Q3 What skills will I gain from the "Mastering Project Management" course?

You will gain scope definition and project planning, schedule and cost control with earned value management, risk and change management, and project team leadership and stakeholder communication.

Q4 What tools, methods, or standards are covered in the "Mastering Project Management" course?

The course covers the PMBOK framework, project charters, work breakdown structures, critical path analysis, Gantt and milestone charts, earned value management, risk registers, integrated change control, RACI charts, and agile methods such as Scrum and Kanban.

Q5 How is the "Mastering Project Management" course applied in real-world practice?

Participants apply it by writing charters, building baseline schedules, running status meetings, processing change requests, tracking risk responses, and closing projects with documented lessons. Organisations use the same methods on internal change programmes, client engagements, and technology rollouts.