Training Course on Applying Project Control

Professional Development Training Course Outline

Category	Project Management	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

In today's dynamic and competitive business landscape, effective **project control** is paramount for organizational success. This training course is designed to equip participants with the essential knowledge and practical skills to master **project monitoring**, **cost management**, **schedule control**, and **risk mitigation**. By understanding and applying robust **project control techniques**, organizations can ensure projects are delivered on time, within budget, and to the required quality standards, ultimately enhancing stakeholder satisfaction and achieving strategic objectives. This course provides a comprehensive overview of the **project control lifecycle**, emphasizing proactive measures and real-world application through interactive exercises and case studies.

This intensive training delves into the core principles of **earned value management (EVM)**, **performance measurement**, and **change control**. Participants will learn how to establish project baselines, track progress against these baselines, analyze variances, and implement corrective actions effectively. The curriculum also covers crucial aspects of **resource management**, **budget forecasting**, and **risk analysis**, enabling professionals to anticipate potential challenges and make informed decisions throughout the project lifecycle. Mastering these **project control processes** will empower individuals and organizations to improve project predictability, reduce financial risks, and foster a culture of accountability and continuous improvement.

Programme Curriculum

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Course Duration

5 days

Course Objectives

Upon completion of this training course, participants will be able to:

1. **Define Project Control:** Understand the fundamental concepts and the critical role of **project control** in successful project management.
2. **Establish Baselines:** Develop and implement effective **scope baselines**, **schedule baselines**, and **cost baselines** for project performance measurement.
3. **Apply Earned Value Management (EVM):** Utilize **EVM techniques** to track project progress, analyze performance variances, and forecast project outcomes.
4. **Manage Project Costs:** Implement strategies for effective **cost control**, **budget management**, and **financial forecasting** throughout the project lifecycle.
5. **Control Project Schedules:** Employ **schedule management tools** and techniques to monitor progress, identify delays, and implement corrective actions to maintain project timelines.
6. **Identify and Mitigate Risks:** Proactively identify potential **project risks**, assess their impact, and develop effective **risk mitigation strategies**.
7. **Manage Scope Changes:** Implement a robust **change control process** to manage and track changes to the project scope, ensuring minimal disruption and cost implications.
8. **Monitor Project Performance:** Utilize key **performance indicators (KPIs)** and reporting mechanisms to track project progress and communicate effectively with stakeholders.
9. **Manage Resources Effectively:** Optimize the allocation and utilization of **project resources**, including human resources, materials, and equipment.
10. **Improve Project Communication:** Enhance communication strategies to ensure timely and accurate information flow among project team members and stakeholders.
11. **Apply Quality Control Measures:** Understand the importance of **quality control** in project delivery and implement techniques to ensure adherence to quality standards.
12. **Utilize Project Control Tools:** Gain familiarity with various **project management software** and tools used for planning, tracking, and controlling projects.
13. **Implement Lessons Learned:** Establish processes for capturing and applying **lessons learned** from past projects to improve future project control practices.

Organizational Benefits

Implementing effective project control training across the organization yields significant benefits, including:

- **Improved Project Success Rates:** Enhanced ability to deliver projects on time, within budget, and to the required quality.
- **Reduced Financial Risks:** Proactive cost management and risk mitigation minimize budget overruns and potential financial losses.
- **Increased Efficiency and Productivity:** Streamlined processes and effective resource management lead to higher productivity.
- **Enhanced Stakeholder Satisfaction:** Consistent project delivery and transparent communication improve stakeholder confidence.
- **Better Decision-Making:** Data-driven insights from project control systems enable informed and timely decisions.
- **Improved Resource Allocation:** Optimized resource utilization ensures the right people are working on the right tasks at the right time.
- **Stronger Project Governance:** Established control processes contribute to better project oversight and accountability.
- **Enhanced Organizational Learning:** Capturing and applying lessons learned fosters continuous improvement in project management practices.

Target Participants

This training course is ideal for professionals involved in managing or supporting projects, including:

1. **Project Managers:** Individuals responsible for the overall planning, execution, and control of projects.
2. **Project Coordinators:** Professionals who assist project managers in administrative and control tasks.
3. **Cost Controllers:** Individuals focused on managing and tracking project costs and budgets.
4. **Planning Engineers:** Professionals responsible for developing and maintaining project schedules.
5. **Project Engineers:** Technical professionals involved in project execution and control.
6. **Team Leaders:** Individuals responsible for managing and guiding project teams.
7. **PMO Staff:** Members of the Project Management Office involved in establishing and maintaining project control standards.
8. **Business Analysts:** Professionals who define project requirements and contribute to project planning and control.

Course Outline

This comprehensive training course is structured into eight modules, each focusing on a key aspect of applying project control:

Module 1: Fundamentals of Project Control

- Introduction to Project Control: Definition, Importance, and Benefits.
- The Project Control Lifecycle: Planning, Monitoring, Evaluation, and Adjustment.
- Key Elements of Project Control: Scope, Schedule, Cost, and Risk.
- Roles and Responsibilities in Project Control.
- Establishing the Project Baseline: Scope, Schedule, and Cost Baselines.

Module 2: Project Scope and Change Control

- Defining and Managing Project Scope Effectively.
- Understanding Scope Creep and its Impact.

- Implementing a Robust Change Control Process.
- Change Request Management: Identification, Evaluation, and Approval.
- Documenting and Communicating Scope Changes.

Module 3: Project Schedule Management and Control

- Developing Realistic Project Schedules using various tools (e.g., Gantt Charts, CPM).
- Identifying Critical Path and Dependencies.
- Tracking Schedule Progress and Analyzing Variances.
- Techniques for Schedule Compression and Recovery.
- Reporting Schedule Performance to Stakeholders.

Module 4: Project Cost Management and Control

- Developing and Managing Project Budgets.
- Cost Estimation Techniques and Budget Allocation.
- Tracking Actual Costs and Analyzing Cost Variances.
- Forecasting Project Costs and Managing Contingency Reserves.
- Implementing Cost Control Measures and Reporting Financial Performance.

Module 5: Earned Value Management (EVM)

- Introduction to Earned Value Concepts: Planned Value (PV), Earned Value (EV), Actual Cost (AC).
- Calculating Key EVM Metrics: Schedule Variance (SV), Cost Variance (CV), Schedule Performance Index (SPI), Cost Performance Index (CPI).
- Forecasting Project Completion using EVM.
- Developing EVM Reports for Performance Analysis.
- Integrating EVM with other Project Control Processes.

Module 6: Project Risk Management and Control

- Identifying Potential Project Risks: Techniques and Tools.
- Assessing and Analyzing Risk Probability and Impact.
- Developing Risk Response Strategies: Mitigation, Avoidance, Transfer, Acceptance.
- Monitoring and Controlling Project Risks throughout the Lifecycle.
- Maintaining a Risk Register and Reporting Risk Status.

Module 7: Project Performance Monitoring and Reporting

- Identifying Key Performance Indicators (KPIs) for Project Control.
- Developing Effective Project Reports: Status Reports, Progress Reports, Variance Reports.
- Utilizing Data Visualization Techniques for Project Reporting.
- Communicating Project Performance to Different Stakeholders.
- Implementing Performance Measurement and Analysis Techniques.

Module 8: Advanced Project Control Techniques and Tools

- Introduction to Project Management Software for Control (e.g., Microsoft Project, Primavera P6).
- Utilizing Dashboards and Scorecards for Project Monitoring.
- Applying Trend Analysis and Forecasting Techniques.
- Integrating Project Control with other Project Management Knowledge Areas.
- Best Practices and Continuous Improvement in Project Control.

Training Methodology

This training course will employ a blended learning approach, combining:

- **Interactive Lectures:** Engaging presentations covering key concepts and principles.
- **Case Studies:** Real-world examples to illustrate practical application of project control techniques.
- **Group Discussions:** Collaborative sessions to share experiences and insights.
- **Practical Exercises:** Hands-on activities to reinforce learning and skill development.
- **Templates and Tools:** Provision of practical templates and tools for immediate application.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.com or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to FINESKILL TRAINING CENTER account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price

07 Sep 2026	11 Sep 2026	Physical	$1,500
14 Sep 2026	18 Sep 2026	Physical	$1,500
21 Sep 2026	25 Sep 2026	Physical	$1,500
28 Sep 2026	02 Oct 2026	Physical	$1,500
05 Oct 2026	09 Oct 2026	Physical	$1,500
12 Oct 2026	16 Oct 2026	Physical	$1,500
19 Oct 2026	23 Oct 2026	Physical	$1,500
26 Oct 2026	30 Oct 2026	Physical	$1,500

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