

MODERN PROJECT MANAGEMENT: MANAGING BUSINESS PROCESSES WITHIN A PROJECT

Category	Type	Days	Hours			
			Total	Lectures	Cases	Self-Study
Business seminar	online	3	48	18	18	12

Price:

300 Euros – for 1 listener from an enterprise in the group

230 Euros – for each listener of the enterprise in the group if there are 2-4 persons of 1 enterprise

200 Euros – for each listener of the enterprise in the group if there are 5-10 persons of 1 enterprise.

The official deadline for completing the course according to the documents is 6 days.

Number of training days (seminars) is 3 days (6 acad. hrs. / 2 per 2.15, 30 min. break).

Document: Certificate of completion of the course “Modern Project Management: Managing Business Processes Within a Project” by volume of 48 hours.

Day 1

1.1 Modern Project Management Strategy and Structure

The project charter (description).

Project development stages.

General criteria for the project success.

General project risks.

Project management procedures.

Project concept development features.

The project life cycle.

Industry project management features.

Features of using specialized programmes: MS Project, MS Visio, Business Engineer, ARIS.

1.2 Business Process Management Standards and Their Use Features

IDEF family notations: structure, graphics, application features in modern conditions.

EPC (Event-driven Process Chain) notation: structure, graphics, application features in modern conditions.

BPMN (Business Process Model and Notation) Notation: structure, graphics, application features in modern conditions.

UML (Unified Modeling Language) notation: structure, graphics, features of application in modern conditions.

The actions sequence method in business processing.

Features of using various business process standards at management levels.

1.3 Cases:

SWOT analysis of the project: risk identification.

The project charter design.

Design and architecture of IDEF variation business processes.

The design and architecture of EPC chains example business processes.

Day 2

2.1 Features of Project Time and Quality Management

ABC methodology in business process levels categorization.
ABC methodology in personnel professional competencies categorization.
The ABC matrix and its practical use in management.
The Gantt Ruler as a tool for the correct use of the ABC matrix.
Flags and tripwires as tools to minimize project implementation risks.
Production constraints and their consideration in project planning.

2.2 Project Team Management

Personnel management types: oppressive (ultimatum), authoritarian, liberal, democratic, mixed.
Vertical and horizontal communication types and their transformation in project management.
Management structures: linear, divisional, cluster.
Motivation types in project management: financial, incentive, collective.
Evaluating the business process effectiveness: ABC method.

2.3 Project Finance Management

Features of the financial planning of the project.
Wage fund calculation using the ABC methodology.
Wage fund calculation using the programme LaMa or its principle.
Supplier diversification method.
Economic constraints and their overcoming.
Economic optimization of project activities.

2.4 Cases:

ABC matrix: management of business processes and staff competencies.
Gantt's Ruler.
Cluster personnel management system.

Day 3

3.1 Risk Management

Analysis as a risk prevention method: SWOT analysis, Ishikawa diagram, Pareto analysis.
Tender and investment policy: risks for projects.
Risks at the stage of drafting project documentation.
Processing risks.
Risks in personnel management.
Production risks: the market of suppliers and consumers.
Financial risks.
Marketing risks.

3.2 Criteria for successful project implementation

Project economic efficiency calculation: current and final.
Criteria for the economic efficiency of the project and the enterprise.
Calculation of the break-even point and financial stability area in the project.
Creating a project portfolio (resume).
Methods and channels of project positioning.



3.3 Cases

Risk assessment of the simulated project.
Building a risk map of the simulated project.

Materials for Listeners:

- (1) Presentation of the course (prohibited for distribution outside the course).
- (2) Literature (PDF files).
- (3) Tests.
- (4) Video content in English on the seminar topics.

Materials are provided during the course.