

# PROJECT TIME MANAGEMENT



# COURSE OBJECTIVE

The purpose of this module is to enable you to better manage the aspects of time in your projects, and to interpret and make the best use of the schedule information. We will discuss the most important tools used to track the project's progress and to help ensure that project finishes on time.

## [ THE PARTICIPANTS WILL LEARN

- The context of time management;
- The project phases;
- The project time management processes;
- The interdependencies of project activities and the network diagram;
- How to use the CPM - Critical Path Method;
- The schedule compression;
- How to use the PERT analysis and the CCPM - Critical Chain Project Management.

# METHODOLOGY

Macrosolutions / Ricardo Vargas use the state-of-the-art in the training process, including:

- [ Explanatory classes utilizing audio-visual resources.
- [ Use of films and video clips as an educational resource
- [ Demonstrations and computer simulations
- [ Workgroups activities focused in problem-solving
- [ Scenario-based simulations using real cases to be further discussed in groups

# COURSE CONTENT

## [ COURSE OPENING

## [ THE CONTEXT OF PROJECT TIME MANAGEMENT

- Defining time management
- The definition of success in time management
- The main factors that improve project time management
- The main causes of project delays

## [ THE PROJECT PHASES

- The 5 project phases
- The overlapping of phases in the PMBOK
- The interference of the phases in the project time management
- The 44 processes that constitute the PMBOK Guide - 4th Edition

## **THE PROJECT TIME MANAGEMENT PROCESSES**

- Activity definition
- Activity sequencing
- Activity resource estimating
- Activity duration estimating
- Schedule development
- Schedule control

## **THE INTERDEPENDENCIES OF PROJECT ACTIVITIES AND THE NETWORK DIAGRAM**

- The main relationships among activities
- Network Diagram
- The type of network diagrams

## **CPM - CRITICAL PATH METHOD**

- Critical Path definition
- How to determine the project's critical path
- Total slack and free slack
- Determining the project's different type of floats

## **SCHEDULE COMPRESSION**

- The importance of the compression methods to optimize the schedule
- Crashing
- Fast tracking

## **PERT ANALYSIS**

- PERT Analysis
- PERT Analysis in a project
- Standard deviation and variance

## **CCPM - CRITICAL CHAIN PROJECT MANAGEMENT**

- The concepts of Theory of Constraints and Critical Chain

## **COURSE CLOSE-OUT**

# FURTHER INFORMATION

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