

Highway Project Management

Time Period	Description of Topic
1st Day	
09.45 – 11:15	Introduction to Project Management and Project Life Cycle <ul style="list-style-type: none"> ➤ History ➤ Projects, Programs & Portfolio ➤ Operations ➤ Organization Types ➤ Project Life Cycle • Initiation • Planning • Executing • Monitoring & Control • Close
11:30 - 13.00	Introduction to Knowledge Areas <ul style="list-style-type: none"> ➤ Stakeholder ➤ Scope ➤ Time ➤ Cost ➤ Quality ➤ Risk ➤ HR ➤ Communication ➤ Procurement ➤ Integration
14.00-17.15	Integration <ul style="list-style-type: none"> ➤ Develop Project Charter ➤ Develop Project Management Plan ➤ Direct and Manage Project Work ➤ Monitor and Control Project Work ➤ Perform Integrated Change Control ➤ Close Project or Phase
2nd Day	
09.45 – 11:15	Scope Management <ul style="list-style-type: none"> ➤ Collect Requirements ➤ Define Scope ➤ Create WBS ➤ Verify Scope ➤ Control Scope
11:30-13.00	Stakeholder Management <ul style="list-style-type: none"> ➤ Identify Stakeholders ➤ Plan Stakeholder Management ➤ Manage Stakeholder Engagement ➤ Control Stakeholder Engagement
14.00-17.15	Time Management <ul style="list-style-type: none"> ➤ Define Activities ➤ Sequence Activities ➤ Estimate Activity Resources

	<ul style="list-style-type: none"> ➤ Estimate Activity Duration ➤ Define Schedule ➤ Control Schedule
3rd Day	
09.45 – 13.00	Cost Management <ul style="list-style-type: none"> ➤ Estimate Cost ➤ Determine Budget ➤ Control Cost
14.00-15:30	Risk Management <ul style="list-style-type: none"> ➤ Identify Risks ➤ Qualitative Analysis ➤ Quantitative Analysis ➤ Risk Response ➤ Control Risks
15:45-17:15	Procurement Management <ul style="list-style-type: none"> • Plan Procurement • Conduct Procurement • Administer Procurement • Close Procurement
4th Day	
09.45 – 11:15	Demonstration of Works Programme on MS Project
11:30-13.00	Hands on Experience on MS Project <ul style="list-style-type: none"> ➤ Initialise a project ➤ Create a task-based schedule ➤ Manage resources and assignments ➤ Track and analyse a project ➤ Communicate project information
14.00-17.15	
17.15-17:30	Feedback and Concluding of the Programme