Project Management Fundamentals for the Energy Sector
(2 Days)

Course Description

This 2-day course will introduce participants to key project management tools essential to managing projects in the energy sector. Participants will gain an enhanced understanding of how to initiate and plan a project, how to successfully capture a customer's project requirements, how to effectively engage and communicate with project stakeholders, and how to manage scope, cost and quality through the project life cycle. Participants will be able to apply these principals in a collaborative environment using a case study project.

Course Learning Outcomes

Upon the completion of the course, you will be able to:

Understand the difference between projects and operations
Define the stages of the project life cycle
Understand how organizations should select projects
Define the purpose of the project charter
Understand how to identify, categorize and manage stakeholder expectations
Define the triple constraint
Understand the purpose of the project management plan
Understand how to identify and manage, risk, communications, human resources
Understand the process of developing a project budget and schedule
Understand the importance of capturing and storing lesson learned

Duration

2 days (14 hours)

Detailed Learning Outcomes

Part 1: Learning Outcomes:

Introduction of participants and outline of the course content.

Part 2: Project Management Fundamentals

      Define a Project
      Define Progressive Elaboration
      Understand the purpose of a Project Management Office
      Understand the impact of the Triple Constraint on project quality
      Understand project life cycle

Part 3: Project Initiation

      Understand how projects are chosen
      Identify stakeholders and develop project charter

Part 4: Planning & Execution

      Understand the components of a project management plan
      Understand the basic process of identifying scope
      Understand the process of developing a schedule and allocating resources
      Understand human resources
      Develop communications plan
      Understand risk management
      Understand the basics of quality in project management
      Understand how to develop a budget
      Understand the change process

Part 5: Closing

      Describe the generally accepted steps for closing a project
      Document how lessons learned can be captured and retrieved
      Develop a Final Project Report