

Project Planning Technical Process

- Learn the basics of project planning and the use of the plan to control the project
- Understand why poor project planning is the main reason why most projects fail
- Obtain an overview of the steps required to plan a project and how these steps relate
- Improve visibility to project risks by having an effective planning process
- Learn how to effectively use the basics of key planning mechanisms
- Understand how project planning transitions to effective project management and control
- Respond effectively to unanticipated changes that occur in projects

Purpose and Background

Project Technical Planning is thinking of what project activity we will do before we do it. Planning mechanisms have served project managers well in planning for their projects. However, a complete, realistic, accurate and up to date plan before major work on a project is initiated is often missing. What many managers/planners have failed to do is to effectively plan the planning of their projects. The results of doing work on a project without a good plan are well known and the work to plan a project to effectively execute it is no exception. This seminar is designed for those who want to effectively plan the planning of their projects for successful execution.

Seminar Benefits :

- Learn the basics of project planning and the use of the plan to control the project
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Learning Objectives

To provide a generic plan for planning projects by sequencing established, well-known planning mechanisms to form a planning process which can be applied to the planning of most any technical project. The resulting project plans will be more complete and accurate and accomplished in a timely manner.

Who Should Attend

This seminar is for project managers, program managers, project executives, technical managers, engineering managers, project engineers, senior engineers, engineers, section heads, department managers, technical staff, chief engineers, planning engineers, cost engineers and contract administrators working on projects. You will learn the basic concepts of project planning and the use of the plan to control the project. Everybody who contributes a planning roll to the management of a project (now or in the future) will benefit from this seminar.

Instructor :

Nghi M. Nguyen, Ph.D., M.Eng, P.Eng, PMP, is President of NDV Project Management Services Inc. He has had over 25 years of progressive experience in the field of project management on major construction and high-technology projects with leading Canadian and American corporations such as the SNC-Lavalin Group, Lockheed Martin and the Canadian Space Agency (CSA). As a consultant to engineering and construction firms, he has assisted clients with project management approaches to effectively complete projects and attain their objectives. He is a specialist in project management training, definition, development, identification of project objectives, constraints and methodologies, having provided project management training to engineers worldwide. He has been working as a project management consultant for the CSA on projects associated with the 16-nation International Space Station (ISS) project, the construction of the largest and most sophisticated engineering facility ever undertaken as well as

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for SNC-Lavalin International on China's Three Gorges Dam project, the largest on-going construction project on earth. Dr. Nghi Nguyen has written and presented numerous technical papers on project management topics in international conventions and seminars in Canada, the U.S., Europe and Asia sponsored by professional associations such as the Project Management Institute (PMI), the American Consulting Engineering Council (ACEC), ASCE, Canadian Society of Civil Engineers (CSCE), the Performance Management Association (PMA) and the Paris-based AFITEP. He is a part-time faculty member at Montreal's Concordia University, teaching Construction & Project Management courses at both undergraduate and graduate levels and holds B.S., M.S., and Ph.D. degrees in Civil Engineering and Construction & Project Management. •



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SUMMARY OUTLINE

DAY 1:

Introduction

- Project Planning Perspectives
- The Importance of Planning

The Project Planning Process

- Contract Baseline Review and Finalization
- Overall Project Approach Definition
- Discipline Approach Definition
- Detailed Work Breakdown Structure (WBS) and Financial Development
- Networks Development
- WBS and Financial Collection Structure Finalization
- Resource Requirements and Budgets Development
- Earned Value Management Establishment
- Define & Implement Project Statusing Process
- Planning Process Summary

Project Planning Details

- WBS
- Scheduling Networks
- Earned Value Performance Measurement

Documenting and Reviewing the Plan

- The Program Plan versus the Plan Document
- Summary of Plan Document Outline
- Detailed Plan Document Outline
- Project Control Review (PCR) for Planning Activities
- Detailed PCR Agenda

DAY 2:

Transition from Project Planning to Project Control

- Planning & Statusing Processes
- Plan Finalization
- Work Authorization
- Project Statusing and Project Approach
- Statusing Mechanisms
- Plan Maintenance
- Reports and Reports Analysis
- Project Control Analysis
- Baseline Modification
- Financial Planning

Exercises and Case Studies