

COURSE'S TITLE

ISO 21500 GUIDANCE ON PROJECT MANAGEMENT

PURPOSE AND BACKGROUND

Project Management as a discipline is recognized as one of the fastest professions in today's industries. It is the application of concepts, knowledge, skills, tools and techniques to meet the project objectives and increase the probability of project success. Without effective project management, projects are often running into troubles and risking failures. Not understanding the basic concepts behind managing projects leads to missed deadlines, cost overruns, expensive changes, lost opportunities and frustrated project managers and team members.

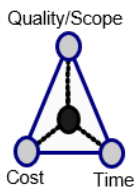
The globalization of project management has been strongly promoted by leading professional project management associations worldwide. While such promotion is critical to advancing the project management profession, an internationally recognized standard is needed to provide guidance on good project management best practices as governments and companies around the world have committed significant resources to assuring that their highly trained project managers and directors are well-equipped to serve their rapidly growing industries. Whether they are governmental, industrial or commercial ones, these organizations supply products or services through projects intended to satisfy the requirements, needs and expectation of their customers by applying a well-recognized project management approach to implement these. They have chosen to respond to this challenge by implementing structured, systematic project management approach to effectively and efficiently managing their projects to meet the project objectives with preset levels of quality expected by the customers as well as to keep them responsive to customers and competitive as global businesses.

The elements and structures of good quality systems have been known for a long time in standards published by the International Organization for Standardization (ISO) which have been accepted by, and are being used in, virtually all industrialized countries. The ISO 21500 standard in project management has been released in 2012, a key milestone in the evolution of project management profession, and is being used to implement projects by organizations worldwide, it will lead to organizational competitiveness in a rapidly changing global economy and offer project solutions to address global business challenges. The application of the ISO 21500 standard is voluntary and covers the entire company, whether service-oriented or product-oriented, with the purpose of formulating the project management methods or processes of the companies. The seminar will focus on highlighting the knowledge and level of competence needed to implement ISO 21500 standard as well as help business worldwide to adopt an internationally-recognized, global standard way of doing business through effective project management systems and technologies on all company's projects to meet the needs of project stakeholders and company shareholders.

LEARNING OBJECTIVE:

To assist organizations in providing their project management professionals with a good understanding of ISO 21500 (2012), an international and global standard on project management first released and issued in 2012 by the Geneva-based International Organization for Standardization. ISO-21500 reflects a





truly, global understanding of what is essentially required for project management practices and for clear, transparent and consensus-based plans to be effectively develop and efficiently implemented for projects worldwide.

LEARNING OUTCOME:

Upon successful completion of the seminar, participants will be well prepared for their project management related activities and possess the ability to recognize, define, understand the project management knowledge, skills and processes associated with the profession of project management as reflected by ISO 21500 Guidance on Project Management (2012).

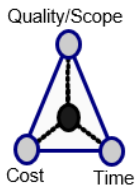
BENEFITS FOR PARTICIPANTS :

- Provide participants with the most up-to-date, internationally-recognized, global project management principles, knowledge, skills, tools and technologies to better perform project management related activities in their day-to-day work environment.
- Learn a high-level description of concepts and processes considered to form best practices in the project management profession that can be used by project management professionals in any type of organizations, including public, private organizations, among others, and for any type of project, irrespective of complexity, size or duration.
- Understand current project management practice and its ramification on projects being managed worldwide as well as apply a multitude of globally-accepted project management principles and methodologies to your projects.
- Master critical items and concepts in project management currently being practiced worldwide and their ramifications
- Apply key concepts to your work in project management
- Identify key elements of each of the project management processes
- Identify and incorporate best practices relating to professional responsibility
- Understand and evaluate your own strengths and weaknesses in project management to best focus your learning and practice efforts

WHO SHOULD ATTEND

Individuals who are interested in learning an internationally, globally recognized project management approach for effective and efficient implementation of projects in order to meet the project objectives to support organizational strategy. These may include senior management, portfolio managers, program managers, project sponsors, project directors, project managers, project team members, project administrators, project engineers, project coordinators, project leaders, project analysts, functional managers, operation managers, maintenance managers, information technology professionals, members of the Project Management Office (PMO), members of continuous process improvement teams, owners, contractors, subcontractors, suppliers, consultants, technical professionals moving into project management and anyone involved directly or indirectly in any kind of projects in virtually every industry.





SCHEDULE

The seminar is scheduled for five (5) days; each day starting from 9:00 AM to 5:00 PM with a half hour coffee break during each morning and afternoon section and one-hour lunch break.

DAY 1

Project Management Concepts

- Overview of project management concepts and their relationships
- Project
- Project management
- Organizational strategy and projects
- Project environment
- Project governance
- Projects and operations
- Stakeholders and project organization
- Competencies of project personnel
- Project life cycle
- Project constraints
- Relationship between concepts and processes

Project Management Processes

- Project management process application
- Process groups and subject groups

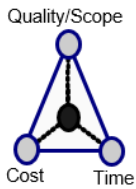
Project Integration Management

- Develop Project Charter
- Develop Project Plans
- Direct Project Work
- Control Project Work
- Control Changes
- Close Project
- Collect Lessons Learned

Project Stakeholder Management

- Identify Stakeholders
- Manage Stakeholders





DAY 2

Project Scope Management

- Define Scope
- Create Work Breakdown Structure (WBS)
- Define Activities
- Control Scope

Project Resource Management

- Establish Project Team
- Estimate Resources
- Define Project Organization
- Develop Project Team
- Control Resources
- Manage Project Team

Project Time Management

- Sequence Activities
- Estimate Activity Durations
- Develop Schedule
- Control Schedule

Project Cost Management

- Estimate Costs
- Develop Budget
- Control Costs

DAY 3

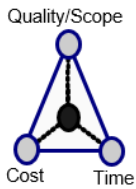
Project Risk Management

- Identify Risks
- Assess Risks
- Treat Risks
- Control Risks

Project Quality Management

- Plan Quality





- Perform Quality Assurance
- Perform Quality Control

Project Procurement Management

- Plan Procurement
- Select Suppliers
- Administer Contracts

Project Communication Management

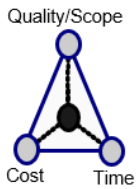
- Plan Communications
- Distribute Information
- Manage Communication

INSTRUCTOR PROFILE: Dr. Nghi M. Nguyen

Seminar's Instructor: Dr. Nghi M. Nguyen, Ph.D., P.E., PMP, M.ASCE. President and CEO of NDV Project Management Services, Inc (NDV) since 1995, Dr, Nghi Nguyen has had more than 30 years of progressive, domestic and international consulting and training experience in the field of project/program/portfolio management on major construction, aerospace, defence and high-technology projects with leading Canadian and U.S. corporation such as the SNC-Lavalin Group, Lockheed Martin, CAE and the Canadian Space Agency and NASA. Prior to founding NDV in 1995, he served as Program Control Manager for the multi-billion dollar Canadian Patrol Frigate (CPF) program, the largest and most complex shipbuilding program in Canadian history for Lockheed Martin Canada (formerly Unisys Systems Canada).

As an internationally recognized project management consultant and trainer, Dr. Nguyen has assisted clients with project management approaches to effectively and efficiently complete projects and attain their objectives. He is a specialist in project management training, consulting, definition, development, identification of project objectives, constraints and methodologies. Dr. Nguyen worked as a project management consultant for the Canadian Space Agency (CSA) on projects associated with the International Space Station (ISS) program, the 16-nation effort, lead by NASA, to build the permanently orbiting laboratory in space, the largest and most sophisticated international engineering project ever undertaken in the history of the world as well as for SNC-Lavalin International on China's Three Gorges hydro-electric development project, the largest construction project in the world to date, and was involved in a number of projects in the Information Technology (IT) and Oil and Gas (O&G) sectors, among them was the construction of the \$ 5 billion Hibernia Oil Production Platform in St John, Newfoundland, Canada. Dr. Nguyen has delivered project management seminars for the American Society of Civil Engineers (ASCE), International Institute for Learning, Inc (IIL) in the USA, EuroMatech and Britannia of the U.K., Glariden Global in Singapore and various organizations in Asia and Vietnam as well as those associated with the engineering organizations worldwide.





NDV Project Management Services, Inc.
Services de Gestion de Projets, Inc.

Project Management Consulting & Training
Consultation et Formation en Gestion De Projets

1610 Rigaud
Brossard, (Québec), J4X 2H5
Canada

Tel: (450) 672-2693
Fax: (450) 672-7922
E-Mail: ndv_inc@videotron.ca

An internationally recognized speaker, author and presenter, Dr. Nguyen has written and presented numerous technical papers on project/program management related topics in international conventions and congresses in Canada, the U.S., Europe, Asia and the Caribbean, sponsored by professional associations such as the Project Management Institute (PMI), the American Consulting Engineering Council (ACEC), The Association for the Advancement of Cost Engineering (AACE) International, American/Canadian Society of Civil Engineers (ASCE/CSCE), the Pan-Pacific Business Association (PPBA), the American Institute of Aeronautics and Astronautics (AIAA), the Caribbean Council of Engineering Association (CCEA) and the Paris-based association Francais des Ingenieurs et Techniciens d'Estimation et de Planification de Projets (AFITEP). Since 1995, Dr. Nguyen has conducted numerous project management seminars for thousands of project managers practising in all industries in a variety of topics in many countries including Canada, the U.S.A., the U.K., France, Spain, Germany, the Netherlands, Austria, Norway, Switzerland, Cyprus, China, Hong Kong, Thailand, Singapore, Malaysia, Japan, Indonesia, Vietnam, Australia, New Zealand, the U.E.A.(Dubai and Abu Dhabi), Kuwait, Saudi Arabia, Colombia and Barbados.

Educated at McGill and Concordia Universities in Montreal, Quebec, Canada, Dr. Nguyen holds B.S., M.S. and Ph.D. degrees in Civil Engineering and Construction & Project Management, is a Certified Project Management Professional (PMP) and has been a part-time professor at the Faculty of Engineering and Computer Science at Concordia University, teaching project management courses at both undergraduate and graduate levels since 1997. He has also lectured under the United Nations Development Programme (UNDP), McGill University Executive Institute, the Maastricht MBA programme (a joint programme between the Maastricht School of Management of the Netherlands and the School of Industrial Management of Ho Chi Minh City University of Technology, Vietnam) and is a registered civil engineer and project manager in both Canada and the USA. Dr. Nguyen was certified as a PMP (Project Management Professional) by the Project Management Institute (PMI) in 1995. He served as a member of the Canadian Advisory Council (CAC), set up by The Standards Council of Canada (SCC) to participate in the development of the International Organization for Standardization (ISO)'s project management standard released in September 2012 as ISO 21500 for project management as well as provided recommendations as Draft Reviewer and Contributor to the PMBOK® Guide – Fifth Edition of the Project Management Institute (PMI) released in January 2013, both considered by project management professionals worldwide as globally and internationally accepted project management standards. Dr. Nghi Nguyen has also been serving the same role to the “soon-to-be-released” PMBOK® Sixth Edition to be published in 2017 by PMI.

