Project Time and Cost Management

Course Summary

Description

This course provides the basics for effectively managing the project schedule and budget. Through group discussion, workshops and real world examples, participants use tools and basic methods for monitoring and controlling the time and costs of a project. One of the most common techniques, earned value management will be explained and utilized. The level of training for this course is intermediate project management.

Objectives

After taking this course, students will be able to:
- Understand and develop the schedule and cost baselines
- Utilize Earned Value Management
- Understand schedule and cost change management procedures
- Conduct a schedule and cost variance analysis

Topics

- Overview
- Cost Planning
- Execution/Control/Close
- Practical Application work sessions

Audience

This course is designed for those wanting to learn the basics for effectively managing the project schedule and budget.

Prerequisites

There are no prerequisites for this course.

Duration

Two days
14 PDUs

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Course Outline

I.   Overview
   A.   Overview of Project Management
   B.   Project Time Management
   C.   Project Cost Management

II.   Cost Planning
   A.   Schedule baseline
   B.   Cost baseline

III. Execution/Control/Close
   A.   Measuring schedule and cost progress
   B.   Comparing project progress to schedule and cost baselines
   C.   Variance analysis
   D.   Earned Value Management
   E.   Lessons learned and improving estimating practices

IV.   Practical Application work sessions
   A.   Schedule and cost baselines
   B.   Variance analysis using earned value management
   C.   Practice scenarios