



**SCANDINAVIAN ACADEMY**  
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# Course: Technical Project Management

Code	City	Hotel	Start	End	Price	Language - Hours
719	Zurich (Switzerland)	Hotel Meeting Room	2025-09-08	2025-09-12	5450 €	En - 25

## Course Description

This 5-days course covers knowledge and practice in managing technical projects related to R&D, construction, capacity expansion, instrumentation and control, plant outages and more.

## Course Goal

To enhance the participant's knowledge, skills, and abilities necessary to improve his skills to manage technical projects

## Course Objectives

**By the end of this course the participant will be able to:**

- Identify potential problems and avoid them using troubleshooting techniques
- Track projects more effectively
- Create status reports that show top management where budgeting, scheduling and manpower trends are headed
- Cope with tight schedules

## Who Can Benefit

- R&D professionals, engineers (across all specialties), scientists and principal investigators, project engineers, facility engineers, plant managers and anyone else



who administers technical projects.

- Individuals from non-technical fields who are new to project management, as well as those looking for formal project management training.

## **Course Outline**

### **Benefits of Project Management**

#### **Time, Cost and Scope**

- Time-cost-scope tradeoffs and negotiations
- Gathering and documenting requirements
- Differentiating among product, process and project requirements

#### **Project Leadership**

- The Functions of Leadership
- Communication, Motivation, and Solving Problems
- Work Supervising

#### **Project Work Plan**

- The Project Work: Definition and Documentation
- Project Templates
- Appropriate Levels of Work for Groups
- Skills Needed to Achieve the Work

#### **Network Logic/Dependency Analysis**

- Network diagrams
- Key dependency relationships
- Dealing with overlapping tasks



## **Work Estimation**

- Duration for Project Tasks
- Labor Content for Project Tasks
- Price Out the WBS
- Estimate Network

## **Milestone Plan**

- The spreadsheet metaphor
- Project plans: asset and resource utilization, cost or budget, milestones
- Project management software examples

## **Projects Monitoring and Control**

- The change control process
- Reporting project status and formats
- Reporting
- Corrective Action

## **Project Closure: Documenting Lessons Learned**

- Close Out a Project
- Final Report for the Project
- "Lessons Learned"—Prevention, Detection, and Recovery



**The Scandinavian Academy for Training and Development employs modern methods in training and skills development, enhancing the efficiency of human resource development. We follow these practices:**

- **Theoretical Lectures:**

- We deliver knowledge through advanced presentations such as PowerPoint and visual materials, including videos and short films.

- **Scientific Assessment:**

- We evaluate trainees skills before and after the course to ensure their progress.

- **Brainstorming and Interaction:**

- We encourage active participation through brainstorming sessions and applying concepts through role play.

- **Practical Cases:**

- We provide practical cases that align with the scientific content and the participants specific needs.

- **Examinations:**

- Tests are conducted at the end of the program to assess knowledge retention.

- **Educational Materials:**

- We provide both printed and digital scientific and practical materials to participants.

- **Attendance and Final Result Reports:**

- We prepare detailed attendance reports for participants and offer a comprehensive program evaluation.

- **Professionals and Experts:**

- The programs scientific content is prepared by the best professors and trainers in various fields.

- **Professional Completion Certificate:**

- Participants receive a professional completion certificate issued by the Scandinavian Academy for Training and Development in the Kingdom of Sweden, with the option for international authentication.

- **Program Timings:**

- Training programs are held from 10:00 AM to 2:00 PM and include coffee break sessions during lectures.