

ECITB Introduction to Project Controls (3-day)

This course is targeted at those who require an introduction to the role of the Project Controller or those project practitioners with little or no formal training in the subject of project controlling or project management.

This course provides a comprehensive and detailed insight into the fundamentals of project control including planning, estimating and cost engineering. It is equally applicable to either onshore or offshore environments.

This course does not comprise a formal examination. However, a Certificate of Completion will be provided.

Course duration

3 days.

Who should attend?

Anyone working within a project environment who requires to understand how to control a project such as Project Coordinators, Project Support Officers and Project Managers who have not previously had any formal best-practice project management training.

Course content

- Project control definition
- Effective teamwork, communications and stakeholder management
- Project definition and the project lifecycle
- Methods and procedures
- Business case and Project Execution Plan
- Organisational structure and project roles
- Risk management
- Scope management and breakdown structures
- Whole life costing, direct and indirect costs
- Budget and cost management
- Scheduling, resource management, float and critical path
- Job site management
- Monitoring and control and Earned Value
- Information management
- Ethics and values
- Procurement
- Quality management
- Change control
- Handover and close-out

Course objectives

Delegates will be able to:

- Appreciate project processes and lifecycles for projects and project management.
- Recognise the importance of developing effective teams, communication techniques and stakeholder management.
- Use critical path analysis techniques and manage resource conflicts.
- Contribute to the development of the business case and project execution plan.
- Understand how to identify and manage project risks
- Select and apply appropriate project monitoring and control methods.
- Use a systematic approach to analysing and planning a project.
- Apply work breakdown structures and map project roles and responsibilities.
- Understand the importance of procurement within many projects.
- Appreciate the importance of effective project information management
- Appreciate the context and relevance of project change control processes.
- Understand the importance of handover at the end of a project

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Pre-requisites

None necessary. Although some experience within a project environment is advantageous.

Pre-course work required

No pre-course study required.

Course style

The course is tutor-led classroom style with presentation and discussion of theory and best-practice, participative exercises and case studies.

Course venues and dates

Please refer to our training schedule for course dates and venues. This course is also available as an in-house programme. To discuss prices, dates and venues please contact Provek.

Public course prices

£680 + VAT per delegate, inclusive of lunch, refreshments and all course materials.

