

Project Management Principles



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Mayfair Professional Academy (MPA) is the body established to meet our vision. MPA offers three routes to certification:

- *Mayfair Certification*
- *Certified Business Programmes*
- *Professional Certification*

Each route has been specifically chosen to ensure that the diverse and wide needs of customers are met. Experience shows us that clients require outstanding academic programs, professional recognition and also bespoke customised solutions. All our solutions are focused on the knowledge and skills needed to perform in the real-world.

The challenges facing individuals and corporations are continually changing and we endeavour to focus on general management skills, business skills, and project management personal effectiveness with a focus on leading to Certification.

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Project Management Principles

Module Overview

Learning, understanding and applying project activities are a critical aspect of influencing change within an organisational environment. This module will be delivered over a number of weeks, each week, specifically focusing upon a particular set of topics related to method of operation within organisation. Attendees will encapsulate the methodologies and processes required of them when involved in and on the periphery of projects.

It is a fundamental requirement for project managers/co-coordinators et al to link operation activities and scope this within project management terms. Also, whilst fully immersed within their roles, evaluate project statements and evaluate risk strategies, which need to be identified, managed and mitigated.

This module will encourage participation and discussion amongst the attendees, concerning specific situations/cases. This will then lead to enhanced understanding of project management techniques. Formularising processes and enabling attendees to reason, apply and establish key practices, which are inline with strategic guidance and relevant funding-cycle parameters.

Duration

This course has duration of 4 days. In-house course maybe customized to suit organizational needs and strategic needs.

Module Content

Project Management Principles

- **Project Definition and Structure**
- **Roles & Responsibilities – The Team Affair**
- **Strategic Guidance and Following Set Deliverables**
- **Necessity of Design and Plan**
- **Importance of Measuring Closure**
- **The Generic / Customised Framework**

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Project Funding Structures – Financial & Legal Aspects

- **Aligning Financial Structures to Project Management**
- **Agreed Deliverables & Measuring Outputs**
- **Procurement and Contract Management**
- **Estimating Cost/Time**

Risk – Fact or Fiction?

- **Defining Acceptable Risk within an Organisation**
- **Evaluation Techniques**
- **Case Study on Risk**
- **Principles & Impact of a Risk Strategy**
- **Mitigation Strategies**
- **Practice & Custom – Case studies**

Project Performance

- **Accountability & Performance**
- **Funding Methodologies**
- **Indicative Organisation Guidance & Financial Instruments**
- **Control & Monitoring**
- **Action Planning & Team Planning**

This course is subject to change/updates

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