Program Management Managing Multiple Related Projects Successfully

Why Attend

- The aim of this course is to enable participants to plan, manage and control programs that include multiple projects to obtain benefits that are not available from managing these projects individually. By participating in this course, participants will learn how to align the program and its projects with the organization's strategy, develop program plans, create control mechanisms, and manage internal and external stakeholders.

Course Methodology

- The course uses a mix of interactive techniques including brief presentations by the consultant and the participants. The course also features the use of several group exercises and case studies followed by plenary discussions.

Course Objectives

By the end of the course, participants will be able to:

- Define a program and all its components as well as identify the role of the program manager
- Develop a plan to align the program with the organization's strategy
- Identify, analyze, and engage internal and external stakeholders to meet program objectives
- Develop the components of program management plans that include scheduling, budgeting, and resource allocation and use MS Project as a tool to manage these components
- Formulate metrics and dashboards to report the health of the program

Target Audience

- This course has been designed for program managers, senior project managers and project managers who are managing multiple related projects at the same time. Our institute has been reviewed and approved by the PMI® Authorized Training Partner Program. This course is worth 30 Professional Development Units (PDUs).

Target Competencies

- Program management
- Planning
- Stakeholder management
- Reporting
- Governance
- Metrics

Introduction to program management

- What is a program?
- What is program management?
- Projects, programs, and portfolios
- Role and responsibilities of program managers
- What makes a successful program manager?
- Program management performance domains
- Program life cycle phases

Program strategy alignment

- Program business case
- Program charter
- Program roadmap
- Environmental assessment
- SWOT analysis (Strengths, Weaknesses, Opportunities, and Threats)
- PESTLE analysis (Political, Economic, Social, Technological, Legal and Environmental)
- Program risk management strategy
- Program benefits management
- Benefits identifications and analysis
- Benefits delivery

Program stakeholder engagement

- Program stakeholder identification and analysis
- Stakeholder engagement planning
- Program stakeholder communications
- Program governance
- Governance roles and functions
- Program steering committee
- Program Management Office (PMO)
- Program phase gate review
- Program audit

Program management planning

- Defining program scope
- Developing the program Work Breakdown Structure (WBS)
- Developing the program schedule
- Estimating the program costs
- Program budgeting
- Program resource planning
- Developing a program transition plan
- Program planning using MS Project

Program metrics

- Identifying program metrics
- Earned value
- Budget variance
- Assessing program health
- Designing program dashboard