



London TDM

# Project Management Training Courses

**Course Venue:** Malaysia - Kuala Lumpur

**Course Date:** From 01 February 2026 To 05 February 2026

**Course Place:** Royale Chulan Hotel

**Course Fees:** 6,000 USD

## Introduction

This 5-day course, "Project Management Fundamentals," is designed to provide participants with essential knowledge and skills in project management. It focuses on practical applications of methodologies, tools, and techniques that will enable participants to effectively plan, execute, and control projects to achieve their objectives. This course is ideal for individuals new to project management or those looking to refresh their foundational skills.

## Objectives

- Understand the key concepts and process groups in project management.
- Identify project stakeholders and understand their roles and responsibilities.
- Develop a project plan and establish a project timeline.
- Apply risk management strategies to minimize project risks.
- Evaluate project performance and implement change management techniques.

## Course Outlines

### Day 1: Introduction to Project Management

- Understanding the definition and importance of project management.
- Overview of the Project Management Institute (PMI) framework.
- Introduction to project lifecycle and phases.
- Identifying project stakeholders and defining roles.
- Establishing project goals and objectives.

### Day 2: Project Planning and Scheduling

- Developing a project charter and project scope statement.
- Creating a work breakdown structure (WBS).
- Estimating time and resources for project tasks.
- Developing a project schedule using Gantt charts and network diagrams.
- Resource planning and allocation.

### Day 3: Project Execution and Resources Management

- Executing the project plan and coordinating team activities.
- Managing communications and information distribution.
- Conducting team meetings and performance appraisals.
- Implementing quality control measures.
- Navigating team dynamics and conflict resolution.

### Day 4: Risk Management and Change Control

- Identifying project risks and potential impacts.
- Developing risk mitigation and response strategies.
- Implementing change control processes.
- Understanding the role of a change control board.
- Documenting and communicating project changes.

## **Day 5: Project Closure and Evaluation**

- Defining project closure activities and deliverables.
- Conducting post-project evaluations and lessons learned.
- Preparing project completion and handover documentation.
- Evaluating stakeholder satisfaction and project success.
- Continuous improvement for future projects.