

aractech

Global Learning for Operational Leaders



PROJECT MANAGEMENT | PM-013

Effective Project Coordination & Management

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Course content

Why Attend

INTRODUCTION

Projects frequently fail, not because of a lack of technical skills on the part of those executing the project, but because of inadequate coordination, integration, communication and control of project activities, people, stakeholders and contractors.

Course Methodology

Course Objectives

- Gain knowledge of techniques used in project planning and control
- Systematically define, design, and integrate end-user requirements in the project
- Identify risk sources and learn how to mitigate potential risks and deal with uncertainty
- Learn how to administer project documentation and reporting
- Develop effective performance monitoring and control systems
- Effectively select, develop, and manage human resource

Target Audience

Course outline

Detailed course outline

Module-by-module outline for Effective Project Coordination & Management.

Module 1 - Standard for Project Management Life Cycle

- Project Management Processes
- Initiating Process Group
- Planning Process Group
- Executing Process Group
- Monitoring and Controlling Process Group
- Closing Process Group

Module 2 - Project Integration Management

- What is Project Integration Management?
- Develop Project Charter
- Workshop
- Organizational Structures
- Functional Organization
- Weak Matrix Organization

Course outline

Detailed course outline

Module-by-module outline for Effective Project Coordination & Management.

Module 3 - Selecting and Developing the Project Team

- The Communication Loop
- Stages of Team Development
- Dynamics of Team Development
- Types of Power / Authority
- Maslow's Hierarchy
- Human Resource Management

Module 4 - Project Quality Management

- What is Project Quality Management?
- Quality Planning
- Quality Management
- Perform Quality Assurance
- Perform Quality Control
- Cause-and-Effect Diagram

Course outline

Detailed course outline

Module-by-module outline for Effective Project Coordination & Management.

Module 5 - Project Risk and Contingency Analysis

- Definitions - What is Risk?
- Risk Management Process
- Risk Management Model
- Identifying Potential Risk Events
- Qualitative and Semi-Quantitative Risk Analysis Techniques
- Risk Matrices and Risk Ranking

Seminar dates

Available seminar dates

Live dates and pricing for Effective Project Coordination & Management generated from the course details page.

Date	Location	Format	Fee
15 - 19 June 2026	Istanbul	Classroom	€1,995
20 - 24 July 2026	Rome	Classroom	€2,975
3 - 7 August 2026	Istanbul	Classroom	€1,995
7 - 11 September 2026	London	Classroom	€2,940
12 - 16 October 2026	Barcelona	Classroom	€2,695
9 - 13 November 2026	Rome	Classroom	€2,975
14 - 18 December 2026	Munich	Classroom	€2,415

Live online option

Online delivery is available at €1,250.