

Project Management in Practice



Change Zone

Inspiring the Attitude of Change

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1. Program Purpose

The purpose of Project Management in Practice is to enhance the PRACTICAL SKILLS of professionals in project management, which bridges the gap between theory and practice. It provides the content of project management concepts in a unique approach, focuses on “the right” concepts, provides it as it is used in practice, through discussing real and practical examples and case studies

2. Audience

- Higher management
- Middle management
- Officers

3. Project Management In Practice, covers the following certifications:

- PMP Certification
- CAPM Certification

4. Program Modules

- **PMP® Body of Knowledge**
 - Project lifecycle
 - Organizational Influences and Project Feasibility Study (Business Case & Project Charter)
 - Project Stakeholders Management
 - Project Communication Management
 - Project Scope Management
 - Project Schedule Management
 - Project Resources Management
 - Project Cost Management
 - Project Procurement Management
 - Project Risk Management
 - Project Quality Management
 - Project Integration Management

- **MS Project:**
 - Developing Schedule & Calendar
 - Identify Sequences, Lead & Lag
 - Task Completion Percentage
 - Setting & Assigning Resources
 - Assigning Costs
 - Saving Baselines
 - Reports & Dashboard

- **Advanced Modules:**

- Business Process Management
- Project Business Case
- Exam Preparation
- Emotional Intelligence for Project Managers
- Agile Approach and Methodologies:
 1. Introduction to Agile: principles, concept, approaches, and methodologies.
 - a. Scrum process framework
 - b. Extreme programming
 - c. Kanban Method
 - d. Scrumban
 - e. Feature-driven development
 - f. Crystal Methods
 2. Project life cycle:
 - a. Project life cycles
 - b. Project life cycle selection
 3. Agile implementation:
 - a. Create agile environment
 - b. Leadership and agile team structure
 - c. Reporting tools
 - d. Agile team management
 - e. Agile projects measurements
 4. Organizational consideration
 - a. Culture
 - b. Change management
 - c. Business practices

5. Program Outcomes

- Business Case
- Project Charter
- Operational Plan
- Stakeholder Register
- Stakeholder Analysis Plan
- Scope Baseline
- Risk Register
- Communication Plan
- HRM Plan
- Schedule Plan & Gant Chart
- Performance management Report
- Change Request

6. Certification Requirements



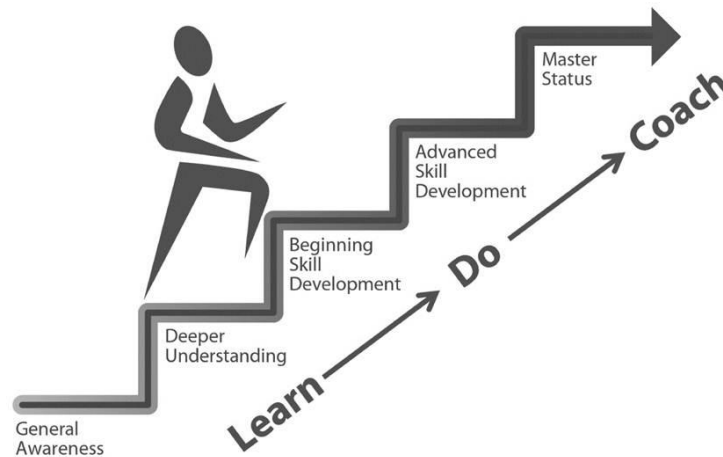
To be a certified change agent; you are expected to:

- **Attendance:** Have an attendance of >90% of the program's total workshop hours
- **Project:** Submitting your project at the end of the program and no later than the specified deadline.
- **Assessment:** Pass the final evaluation (A or B mark)

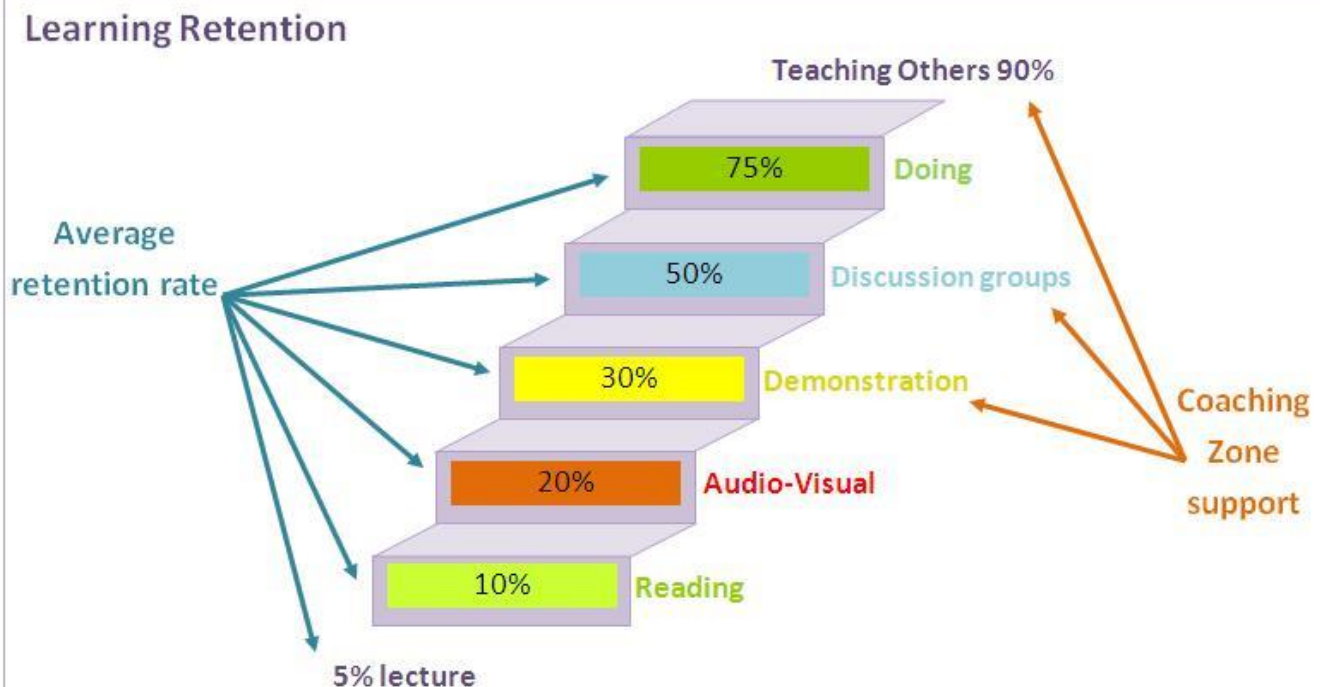
7. The Unique Experience

In Practice[®] & Coaching

- Work on your Professional Business Project
- One-on-one Coaching by Consultants
- Case Studies: Local and International



The learning stairs (from the NTL Institute)



مشروعك

المشروع يهدف إلى تطبيق طروحات البرنامج على حالة من الواقع العملي، بحيث تتمكن مستقبلاً من بناء الكفاية الذاتية و التطبيق على حالات أخرى لتحسين النتائج و تحقيق غاياتك، و للضمن لك أقصى فائدة ممكنة من تلك التجربة، فإنك المشروع يدار معك حسب إجراءات منظمتنا



شركتك



فكرة جديدة

تقوم باختيار مجال و فكرة مشروعك. قد يكون مشروعك فكرة جديدة على صدد التأسيس، أو تطوير معين على مؤسسة موجودة



-1

تقوم بحضور ورشات العمل لتتعلم المبادئ النظرية وتطلع على أمثلة عملية من حالات متنوعة



-2

تبدأ بالعمل على المشروع على امتداد فترة البرنامج، بحيث تطبق أولاً بأول على مشروعك المعرفة المقدمة في ورشات العمل



-3

يقوم الإستشاريون المتابعون للبرنامج بالإشراف على مشروعكم طيلة فترة البرنامج، وعقد اجتماعات فردية لتقديم التوجيه العملي، و تعزيز المفاهيم



-4

يقوم المشاركون (حسب الإختيار) بتقديم عرض للمشاركين لمشاريعهم التي نفذت بنجاح، لغاية مشاركة و نقل الخبرات المتنوعة



-5

تقوم Change Zone بمتابعتكم بعد فترة ستة أشهر إلى سنة، لمتابعة استفادتكم من البرامج و الإستفادة من التغذية الراجعة



-6

8. Coaching (Group and One-on-One):



Coaching is a goal-directed, results-oriented, systematic process in which one person facilitates sustained changes in another individual or group, through fostering the self-learning and growth of the coachee (the client of coaching).

Through one-on-one systematic process, an expert coach will guide participants – through customizing the process, methods and content to your specific needs – towards achieving your goals and improving problematic situations in workplace

The coaching process is organized through systematic standards and work procedures through our program management and quality management system.

Business Tools & Software

- Professional Business Template Package
- Process Modeling Software

Materials & Methods

- Comprehensive Detailed Study Notes
- Real Business Cases Examples

The ANSI/IACET Standard for Continuing Education and Training defines a proven model for developing effective and valuable continuing education and training (CE/T) programs.



10. Consultants' Briefs

Combines High Education and Certification and Practical Experience

Consultant & Trainer: Mr. Amin Al Tal

Education:

- Master of Business Administration (MBA) - Hull University, UK, 2005
- BA in Computer Science, from PSUT – Jordan, 1999

Certification:

- Certified ISO 9001 Lead Auditor
- Certified Innovation Manager – Sept. University, Germany
- Team Leading Award – Institute of Leadership and Management (ILM), Hull – UK
- Recognized Coach by the Association of Coaching, UK.
- Certificate in Communication and Assertiveness Skills, Hull University, UK
- Cognitive behavioral therapy and play and Psychodrama therapy – Bana for psychological training and consulting, Amman.

Experience Brief

- Business management consultants for local, regional, and international businesses
- 17 years of practical experience

Consultant & Trainer: Mrs. Ruba Jabri

Education:

- Master of Management, Hasselt University, Belgium, 2007
- BA in Computer Science, from PSUT – Jordan, 2000

Certification:

- Certified Lead Auditor for ISO OHSAS 18001.
- Certified Lead Auditor ISO 9001.
- Certified Innovation Manager – Sept. University, Germany
- Assertiveness and communication skills – Hull University

Experience Brief

- Business management consultants for local, regional, and international businesses
- 15 years of practical experience

11. Program Information

Timetable	
Program Duration	16 weeks, one session weekly
Program Hours	47 hours
Start Date	Please contact us
Timing	Please contact us
Program Fees	Please contact us

12. Contact Us

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