



Course Title: AIChE's The Three Keys to Managing a Project Successfully

| Course ID: | Course Type: |
|---|-----------------------------------|
| CH137 | Instructor-led (classroom) Course |
| http://www.aiche.org/ch137 | |

Course Schedule

Day One

Introduction to Project Management

- Definitions, benefits, process groups

Planning

- Project plans, Work Breakdown Structures, Communications management, risk management

Monitoring/Controlling

- Statusing, reporting, cost control, scope management

Executing

- Meeting management, conflict management
- Contract administration

Closeout

- Documentation, lessons learned

Leadership

- Styles