

Project Scheduling and Planning Skills: Mastering Timelines

2027 26 – 22
Vienna (Austria)

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Project Scheduling and Planning Skills: Mastering Timelines

R2022138_167056 Location: Vienna (Austria) Fees: 5200 GBP

Why This Course

Successful project delivery depends heavily on effective planning and scheduling. Without a clear, realistic schedule and proper resource allocation, even well-defined projects can face delays, cost overruns, and performance issues.

This intensive 5-day program is designed to help project managers strengthen their planning and scheduling capabilities. It focuses on building structured schedules, optimizing resources, and managing risks—ensuring projects are delivered efficiently and with greater control.

What You'll Learn and Practice

By joining this program, you will:

- Develop detailed and realistic project schedules.
- Allocate and optimize resources for better performance.
- Apply critical path analysis to manage timelines effectively.
- Integrate risk management into project planning.
- Use advanced tools and techniques for scheduling and control.

The Program Flow

Day 1: Foundations of Project Scheduling

- Understanding key principles of project scheduling.
- Developing a structured Work Breakdown Structure.
- Defining activity sequences and dependencies.
- Creating schedule network diagrams.

Day 2: Time Estimation and Critical Path Analysis

- Applying techniques to estimate activity durations.
- Identifying the critical path within a project schedule.
- Analyzing float and scheduling flexibility.
- Using schedule compression techniques to meet deadlines.

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Day 3: Resource Management and Allocation

- Understanding different types of project resources.
- Allocating resources efficiently across activities.
- Resolving resource conflicts and constraints.
- Balancing cost and time in resource decisions.

Day 4: Risk Management in Project Scheduling

- Identifying risks that may affect project timelines.
- Analyzing the impact of scheduling risks.
- Developing response strategies to manage uncertainties.
- Integrating risk management into the project schedule.

Day 5: Advanced Scheduling Techniques and Tools

- Applying advanced scheduling approaches and methodologies.
- Monitoring and controlling project progress.
- Using project management tools for scheduling and tracking.
- Adapting scheduling approaches to different project environments.

Individual Impact

- Strengthen your ability to plan and manage project timelines.
- Improve your analytical skills in scheduling and resource management.
- Build confidence in handling complex project scenarios.
- Enhance your ability to deliver projects on time.

Organizational Impact

- Improve project delivery performance and efficiency.
- Reduce delays and cost overruns.
- Optimize resource utilization across projects.
- Strengthen overall project management practices.

Training Methodology

This program emphasizes practical, hands-on learning through:

- Real-world project scheduling scenarios.
- Interactive workshops and group exercises.
- Practical applications of planning and analysis techniques.
- Tools and templates for immediate use.

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Beyond the Course

By the end of this program, participants will be equipped with the tools and techniques needed to plan and manage project schedules effectively.

They will return ready to:

- Build comprehensive and realistic project schedules.
- Optimize resource allocation and resolve constraints.
- Apply structured methods to manage timelines and risks.
- Improve project outcomes through better planning and control.

This course enables professionals to approach project scheduling with greater structure and precision—ensuring projects are completed efficiently and successfully.

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A graphic illustration of a chessboard with several chess pieces. A large gold king piece is prominent in the foreground, with a silver pawn and a gold pawn nearby. The board is checkered, and there are concentric circles in the background.