Managing Multiple Projects: Strategies for Success Training

2027 □□□□ 19 – 15
Prague (Czech)



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Why This Course

Managing multiple projects at the same time requires more than standard project management skills. Project managers must balance competing priorities, limited resources, overlapping schedules, stakeholder expectations, risks, issues, and personal workload while still keeping each project aligned with organizational goals.

This comprehensive 1-week Managing Multiple Projects Training program equips project managers with practical strategies to plan, prioritize, coordinate, monitor, and deliver several projects simultaneously. The course covers multi-project management principles, portfolio thinking, prioritization, resource capacity planning, integrated scheduling, cross-project dependencies, risk management, issue resolution, reporting, stakeholder communication, and personal productivity. Through hands-on exercises and case studies, participants will learn how to improve control, reduce pressure, and deliver better outcomes across multiple projects.

What You'll Learn and Practice

By joining this program, you will:

- Master techniques for prioritizing and balancing multiple project demands.
- Understand the challenges and opportunities of multi-project environments.
- Apply project portfolio management principles to daily project decisions.
- Assess organizational project management maturity.
- Develop resource allocation strategies across several projects.
- Use resource capacity planning, optimization, and leveling techniques.
- Create integrated schedules and manage cross-project dependencies.
- Apply critical path analysis in a multi-project context.
- Use buffer management and schedule optimization techniques.
- Identify, assess, and mitigate risks across multiple projects.
- Manage issues and changes that affect more than one project.
- Improve stakeholder communication, reporting, and expectation management.
- Strengthen personal productivity and reduce stress when handling multiple projects.



The Program Flow

Day 1: Foundations of Multi-Project Management

- Understand the principles of managing multiple projects.
- Explore common challenges in multi-project environments.
- Identify opportunities for improving coordination and control.
- Apply project portfolio management principles to project selection and oversight.
- Assess organizational project management maturity and improvement needs.

Day 2: Prioritization and Resource Management

- Apply techniques for project prioritization and selection.
- Balance competing project demands and constraints.
- Conduct resource capacity planning across multiple projects.
- Resolve resource conflicts and allocation challenges.
- Use tools and techniques for resource optimization and leveling.

Day 3: Planning and Scheduling Multiple Projects

- Create integrated project schedules.
- Identify and manage dependencies between projects.
- Apply critical path analysis across multiple project schedules.
- Use buffer management to protect key delivery dates.
- Optimize schedules to reduce delays and improve project flow.

Day 4: Risk Management and Issue Resolution

- Identify and assess risks across multiple projects.
- Develop integrated risk response strategies.
- Monitor risk exposure at project and portfolio levels.
- Manage issues and changes affecting multiple projects.
- Apply escalation procedures and decision-making frameworks.

Day 5: Monitoring, Controlling, and Stakeholder Management

- Implement effective monitoring systems for multiple projects.
- Measure performance and report progress across project groups.
- Develop clear communication plans for stakeholders.
- Manage expectations across sponsors, teams, clients, and senior management.
- Apply personal productivity and stress management techniques.



Individual Impact

- Build confidence in managing several projects at the same time.
- Strengthen prioritization, planning, scheduling, and coordination skills.
- Improve resource management and conflict resolution capabilities.
- Develop stronger risk, issue, and change management practices.
- Increase personal productivity and reduce pressure in complex project environments.

Work Impact

- Improve delivery performance across multiple projects.
- Strengthen resource utilization and workload balance.
- Reduce delays caused by poor prioritization or unmanaged dependencies.
- Improve visibility through better monitoring, reporting, and communication.
- Support better decision-making across project teams and leadership.

Training Methodology

This program combines multi-project management concepts with practical application through:

- Case studies on managing competing projects and priorities.
- Project prioritization and selection exercises.
- Resource capacity planning and leveling workshops.
- Integrated scheduling and dependency mapping activities.
- Risk, issue, and escalation scenario exercises.
- Stakeholder reporting and personal productivity planning sessions.

Beyond the Course

Upon completion, participants will be able to:

- Prioritize and balance workload across multiple projects effectively.
- Allocate resources more efficiently across competing project demands.
- Create integrated project schedules and manage cross-project dependencies.
- Identify and mitigate risks in multi-project environments.
- Monitor and report performance across several projects.
- Manage stakeholder expectations while maintaining personal productivity and control.

