



FUNCTIONAL PROJECT MANAGEMENT FOR GOVERNMENT

A 3-Day Hands-On TMS Experience
Delivered in Live or Live Virtual Classrooms!

Tailored to the Work Your People Accomplish

Course Description:

This workshop shows you how to firmly control any size project. It firmly focuses on practical, how-to aspects of managing your projects with real-world examples. The competencies addressed in this workshop are: Customer Service Orientation; Conceptual & Strategic Alignment; Judgment & Analytical Thinking; Flexibility; Initiative; Communication & Persuasion; Standards of Excellence & Efficiency; Use of Influence Strategies; Working through others; Entrepreneurial Achievement; Leadership; Group Management; and Organizational Awareness.

Learning Objectives and Topics Covered in this Workshop:

- Mentoring and Leading the Project team
- Defining and Initiating the Project
- Successful Project Planning
- How Does the Contractor Plan the Project?
- Budgeting
- Dealing with Change and Conflict
- Procedures for Avoiding the Traps and Staying In Charge
- Scheduling the Project
- Managing the Project Scheduling Process
- Informal and Better Approaches
- Organizing & Directing the Project
- Evaluating and Adjusting Course
- Effective Project Communication Techniques
- Managing Project Priorities
- Organizational and Personal Motivation
- Confronting Poor Performance
- Build a Project Plan in Class

Audience: This workshop is designed for government professionals.

Toolkits:

Receive a Student Handbook and Online Toolkit, containing tools such as checklist, tips, techniques, and numerous other tools to help you use your new skills immediately.

Additional Information

CPE Credits: 24.0

CEU Credits: 2.0

Suggested Program

Prerequisites: Problem Solving and Decision Making

Advanced Preparation: None

NASBA Program Level: Intermediate

NASBA Field of Study:

Business Management and Organization

Delivery Method: Group Live – Live Virtual Classroom





Functional Alignment of Hands-On-Content:

The academic content of each workshop is identical, but the breakout activities your students receive will be tailored to their functional area. IT people get IT exercises. Civil Engineers work on building and facility problems. Logisticians work WRM, spares, and supply chain risk management. For example:

Area: Information Technology

- Compare risks in DEV OPS to Normal Over-the-Wall PM
- Make parametric duration estimates
- Compute Agile project staffing
- Estimate the cost of a new IT System at the Capital Asset level

Area: Human Resources

- Compute risks in hiring for a high-turnover organization
- Estimate the task duration impact of the OPM End-to-End strategy on recruiting
- Use PM principles to respond to customer requests for faster hiring

Area: Acquisition and Procurement

- Compare risks between R&D and O&M contracts
- Delineate stakeholder impact of joint venture contracts
- Coach PMs on strategic alignment of major contracts

Area: Logistics

- Anticipate risk in rare-material spare parts availability.
- Estimate duration impact of remanufacturing when parts are unavailable
- Communicate risk and impact to operators and maintainers

Area: Management Analyst

- Estimate impact on schedule based on a 12% reduction in force
- Recommend reprogramming of authorizations based on a scenario
- Prepare a briefing to senior leadership on project status.

Area: Civil Engineering

- Compare level-of-effort and Crew-Capacity estimating techniques
- Estimate schedule delay for construction based on differing site conditions.
- Make a cost estimate using GSA schedule wages for a breakroom renovation

These are brief examples to show the range of possibilities. TMS prides itself on tailoring our course content to each organization. Given a few weeks, and a wholistic understanding of the student's area of expertise, we will create a set of learning activities that will be pertinent and meaning for your people.