

Project Scheduling Professional (PMI-SP)[®]

Exam fees are paid direct to the PMI USA \$520 PMI members \$870 non-members (visit www.pmi.org for latest requirements)

As projects become more complex with pressures to reduce timelines the need for competent project management scheduling specialists continues to grow. This growth is the driving force behind the need for a specialized, internationally recognised certification in project scheduling.

The Project Management Institute (PMI) offers a Scheduling Professional (PMI-SP)SM credential which acknowledges an individual's role to provide unique expertise on the project team, while recognizing the value this role provides to the field of project management.

The purpose of scheduling is to provide a "roadmap" or barchart that represents how and when the project will deliver the deliverables defined in the project scope by the project stakeholders. The dynamic nature of a project's execution is best served by a tool that allows for modeling of the plan and analysis due to the impact of progress and unforeseen developments.

ProjectPro offers 2-day preparation workshops for sitting the PMI-SP exam which may be taken at Prometric Testing Centers in South Africa. For those not intending to sit the exam, the workshops will be an invaluable source of scheduling best practices.

The course is not intended to train novices to schedule projects using any particular package e.g. Microsoft Project. The workshop is aimed at honing the skills of candidates with at least two years of scheduling experience into the best possible shape to pass the 3,5 hour exam comprising 170 multiple-choice questions. However, MS Project, Sciforma or Primavera can be used by the facilitator to explain the scheduling concepts.

The workshop covers, amongst others, the following aspects:

- Project Management Basics
- Purpose of Scheduling
- Schedule Development Process
- Activity Network Diagrams
- PERT
- Critical Path Method
- Precedence Diagramming Method
- Critical Chain Method
- The Scheduling Tool
- The Schedule Model
- Schedule Risk Analysis Process
- The Project Schedule
- Schedule Model Good Practices
- Designing the Schedule Model
- Elements of Developing a Good Schedule
- Developing the Scheduling Framework
- Establish Project Calendars and Work Periods
- Establish the Optimum Project Update Cycle
- Designing an Effective Activity Coding Structure
- Determining Resource Planning Requirements
- Define Milestones
- Design the Project's Activities
- Design the Project's Logic
- Analyzing the Schedule Output
- Base-lining the Schedule
- Maintaining the Schedule
- Schedule Conformance Index



Employers can trust PMI-SP credential holders to possess the skills, knowledge and experience to contribute directly to their crucial projects and to impact their organization's bottom line. This global credential supports organizational needs; organizations can be confident in hiring capable, experienced project scheduling practitioners. Organizations can offer career paths and encourage individuals to pursue a career in the valued role of a project scheduling practitioner.

Registration Form

Management Approval (Please sign and print name)

Course	Venue
10–11 October 2019	Centurion, Gauteng

Course Fee: R 9 420*

(Includes 2-day workshop, lunches, teas, course manual PMI Practice Standard for Scheduling including VAT)

Workshops throughout Southern Africa can be arranged on sufficient demand (minimum 8 delegates)

TERMS AND CONDITIONS

Upon receipt of registration form an invoice will be issued. Payment should be made within five days from receipt of invoice. An official purchase order should be received prior to commencement date.

CANCELLATIONS: 30 days prior to the course, 75% of the registration fee is refundable, 14 to 7 days prior to the course, 50% is refundable. Within 6 days of the course and NO SHOWS, NO REFUNDS.

SUBSTITUTIONS: Delegates can be substituted at any time at no extra cost. Please inform us of the new Name (s) for registration purposes.

Due to unforeseen circumstances we reserve to change the dates, and venue. Notification will be made not less than 5 working days, so please enquire before making final travel and accommodation arrangements

*Discount of 10% is offered for third and subsequent candidates on the same workshop and on one invoice.

***PLEASE NOTE:** Payment is required in full 5 days from date of invoice.

Name _____

Company _____

Company VAT number _____ Company Order number _____

Address _____

Phone _____ Mobile _____

Signature _____

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