

A Successful 5-Day In-house Training Course

Project Management for Oil & Gas Professionals



ISO 29990:2010 Certified



ISO 9001:2015 Certified



This course is Designed, Developed, and Delivered under
ISO 29990:2010 Standards & ISO 9001:2015

Project Management for Oil & Gas Professionals

WHY CHOOSE THIS TRAINING COURSE?

Projects within the Oil & Gas sector are currently facing exceedingly difficult conditions prominent and the ability to deliver large projects has become more and more challenging, requiring innovative solutions, delivered in a cost-cutting environment with compressed schedules and cost-effective budgets while maintaining safety - to say nothing of satisfying the needs of a network of stakeholders' expectations in relation to the environment and local communities. This exciting and highly interactive 5-day course provides participants with key skills required to plan, execute, control and successfully deliver projects in the most challenging of environments. Delegates will make good use of industry best practice project management tools supported by practical instruction reinforcing key topics to help the potential of achieving desired results of future projects..

The course will feature:

- The importance of capturing requirements for project delivery within the Oil & Gas industry
- Structural and systematic aspects of project planning and execution that can be used
- Learning about best practice project management philosophies and how they support project delivery
- Comprehending how project success is measured with emphasis on time, cost, quality and scope.
- Performing analytical techniques of project management using best-practice techniques
- Understanding the need for the project manager to lead and manage project teams

WHO IS THIS TRAINING COURSE FOR?

This course is suitable to a wide range of professionals but will greatly benefit:

- Programme managers
- Project managers
- Project support managers
- Senior project control professionals with responsibility for managing project schedules and costs

WHAT ARE THE GOALS?

By the end of this course, participants will be able to:

- Understand the importance of integrating scope, time, resources and cost management into a dynamic, manageable project management plan
- Systematically define, design, and integrate end-user requirements in the project
- Identify risk sources and learn how to mitigate potential risks and deal with uncertainty
- Develop project network diagrams for CPM and PERT to identify schedule and cost risks
- Develop a project recovery plan for budget and schedule overruns
- Produce clear and concise project progress reports
- Measure, forecast and control project performance by employing earned value techniques

HOW WILL THIS TRAINING COURSE BE PRESENTED?

Participants will receive a thorough training with the Tutor utilising a variety of proven adult learning teaching and facilitation techniques. Seminar methodology includes an insight into industry best practice project management delivery tools and processes. The programme uses an applicable case study, and includes group discussion and critical analysis of actual projects. Prior knowledge of the fundamentals of projects is assumed, but will be covered briefly to ensure general understanding. New concepts and tools are introduced to enable delegates to progress from fundamental to more advanced project concepts.

Daily Topics

DAY ONE

Stakeholder Management

- Understand who the key stakeholders are and how they may impact upon the project
- Consider implications of unclear needs and expectations

Preparing for Project Delivery

- Understand the project success criteria and how the project will be measured as successful
- Define the project requirements
- Develop the scope – using product and work breakdown structures

Project Estimating

- Utilise relevant techniques for project estimating
- Understand the associated activities – their relationships and personnel required

Project Schedule Planning

- Utilise relevant techniques for project scheduling
- Develop a network diagram

DAY TWO

Project Planning: Critical Path and Network Scheduling

- Developing the precedence Network Diagram with Total and Free Float calculations
- Develop a Gantt Chart –the schedule baseline

Developing Project Budget & Schedule Control

- Understand how to estimate Cost & Schedule
- Prepare to manage or control project costs

Managing the Project Supply Chain (crucial in Oil & Gas projects)

- Familiarise yourself with different Contract types according to risk distribution
- Learn the difference between Fixed Price & Cost-Plus Contracts

Project Resource Management – typical challenges for an Oil & Gas Project

- Resource Allocation Algorithms for Resource Prioritisation
- Planning and Scheduling Limited Resources
- Options for accelerating the schedule and how to deliver

DAY THREE

Project Risk and Contingency Analysis

- Risk Management Process & Model
- Identifying Potential Risk Events typical in an Oil & Gas project
- Understand qualitative and quantitative analysis techniques
- Design appropriate risk response planning strategies

Selecting and Developing an Oil & Gas Project Team

- Challenges of an Oil & Gas project team
- Learn about different leadership models
- Dynamics of Team Development & motivation

Project Monitoring & Controlling a project in an unstable environment

- Tracking the project – using Earned Value Management (EVM)
- Managing Variable Conditions - managing the tensions
- Learn about the critical chain and its growing popularity in the Oil & Gas industry

Daily Topics

DAY FOUR

Managing Project Change

- Managing change in projects
- Understanding the best-practice change processes used in projects

Project Communication & Support

- Knowledge transfer and its importance in the Oil & Gas industry
- The benefits of utilising a Project Support Office
- Project Reviews
- Engaging with Oil & Gas Partners and key stakeholders

Project Quality Management

- Learn about Project Quality Management
- Differentiate between Quality Planning, Assurance & Control
- Understand how quality tools can be used

DAY FIVE

Project Operational Considerations

- What are the operational considerations that need to be met and prepared for?
- What are the environment protection measures?

Project Cost and Schedule Recovery

- Project Cost and Schedule Recovery Techniques relevant to the Oil & Gas industry
- The implications of late recovery practices

Staying focused, delivering and closing your project

- Project Management Reporting
- Project Handover & closure
- Lessons Learned”

Quality Certifications

ISO 29990 : 2010 Certified



ISO 9001: 2015 Certified



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