



Project Management

OBJECTIVE:

At the end of the workshop, participants will be able to:

- Discuss the phases of the project management life cycle and a project manager's role in each phase
- List and discuss basic project success criteria and common reasons for project failure
- Discuss techniques for setting up a strong project team
- List and discuss elements of a risk management plan
- Discuss techniques for planning and sequencing project activities, including the Work Breakdown Structure and the Network Logic Diagram
- Identify the Critical Path for completing a project on schedule
- Discuss techniques for controlling for deviation from budgets and schedules
- Discuss key of project management communications and reporting tools
- Discuss key activities of project close-out

COURSE FACILITATOR

Mohan Balagopal has over 15 years of logistics and supply chain experience, which includes designing and commissioning of automated material handling equipment, warehouse management system and setting up of regional distribution centres. He is currently the Regional Director with Gary & Pearl International. He is a Conferred Certified Professional Logistician (CPL) of CILTS.

WHO SHOULD ATTEND

This course is aimed at Logistics professionals, with emphasis relating to the Case Studies and templates. However, the content is broad enough to be applicable to non-logistics professionals who need a good grounding in the fundamentals of Project Management.

AWARD

A Certificate of completion from CILTS will be awarded to the participant at the end of the programme. This programme is part of the Continuing Professional Development (CPD) plan for industry professionals.

SYNOPSIS

The Project Management course will provide participants with the theory and core methodology needed to manage projects or effectively participate in project teams. While the use of Project Management software will not be specifically covered, the course would give users of Project Management software a greater appreciation of the tracking and planning tools built in it.



COURSE FEE

CILTS Member: **\$500**
Non-CILTS members: **\$600**

COURSE DATE / VENUE

Date : 20 & 21 May 2010,
Thu & Fri
Time: 9am - 5pm
Venue: CILTS office

ENQUIRIES & REGISTRATIONS

Please contact CILTS
Secretariat
Tel: (65) 6275 0233
Fax: (65) 6275 3826
Email: cilt@pacific.net.sg
Website: www.cilt.org.sg

Address:
5 Jalan Kilang Barat,
#06-03 Petro Centre,
Singapore 159349



The Chartered Institute of Logistics and Transport, Singapore

Project Management

Name (as in NRIC): _____ Age: _____ Sex: Male Female
Tel: (H/P) _____ (Home/Off) _____ Fax: _____
Home Address: _____
NRIC No.: _____ CILT Member: Y / N (No. _____)
E-mail Address: _____
Preferred Name on Certificate: _____ Company Sponsored: Yes No

EMPLOYMENT DATA

Company Name: _____ Industry*: Air/ Land/ Sea/ Logistics/Others _____
Business Address: _____
Company's Business: _____
Present Position: _____ Years in Present Position: _____
Work Scope: _____

List the positions you have held in the last ten years, beginning with the present. Treat different assignments in the same firm as separate positions.

(Please use attachments if insufficient space)

Name of Company	Position	From	To

EDUCATIONAL BACKGROUND

School/College/University	Dates Attended	Highest Standard Attained

Please enclose payment with this application.

For Cheque payments, please pay to "**The Chartered Institute of Logistics and Transport**".

For Credit Card payments, please fill in the following.

VISA / MASTERCARD / AMEX / DINERS*

Card Number: _____ Expiry Date: _____

Signature of Applicant: _____ Date: _____

Please mail applications with payment to: **The Chartered Institute of Logistics and Transport,
5 Jalan Kilang Barat, #06-03, Petro Centre,
Singapore 159349**

Or Fax to CILT Office: **6275 3826**

Note:

Close of Registration is 2 weeks before course commencement date

Payment for registrations is non-refundable except when the course is cancelled by CILT due to unforeseen circumstances