



**PAN
AFRICAN**

Learning and Growth Network

Your trusted learning partner

PROFESSIONAL PROJECT ANALYST

**Mastering Project Analysis and
Management for Enhanced Performance
Training Workshop**



SANDTON LODGE HOTEL
Corner 12th Avenue and River Road
RIVONIA (Edenburg on GPS)
Johannesburg,
South Africa

**10-14
MARCH
2025**

FROM
8:30
TILL **4PM**

**REGISTRATIONS FEES
USD2,500**

FEE INCLUDES
TRAINING MATERIALS
MEALS & REFRESHMENTS DURING THE DAY
AIRPORT PICKUP AND DROP OFF
HOTEL PICKUP AND DROP OFF
DELEGATE LAPTOP
¼ DAY TOUR TO TOURIST ATTRACTION SITES

FEE EXCLUDES
DINNER AND ACCOMMODATION

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INTRODUCTION

The Professional Project Analyst course is essential for professionals seeking to excel in project analysis and management. In today's competitive business environment, the ability to analyse and manage projects efficiently is critical to organizational success. This training course equips you with the necessary skills to identify project opportunities, evaluate risks, and implement effective project strategies.

This training offers a comprehensive understanding of project analysis tools and methodologies. Participants will gain practical insights into project planning, execution, and evaluation. By the end of the training course, you will be able to enhance project performance, leading to increased organizational productivity and success.

COURSE HIGHLIGHTS:

- Advanced project analysis techniques
- Risk assessment and management strategies.
- Effective project planning methodologies
- Tools for project performance evaluation
- Techniques for enhancing project communication.

OBJECTIVES

- Understand advanced project analysis techniques.
- Develop effective project planning strategies.
- Analyse and manage project risks.
- Apply performance evaluation tools.
- Enhance project communication skills.

TRAINING METHODOLOGY

The course employs a mix of interactive lectures, hands-on exercises and group discussions. This approach ensures that participants not only understand theoretical concepts but also apply them in practical scenarios, enhancing their learning experience.

PERSONAL IMPACT

- Advanced project analysis skills
- Effective risk management techniques
- Enhanced strategic planning abilities
- Practical project management tools
- Improved decision-making capabilities
- Greater confidence in project execution

WHO SHOULD ATTEND?

- Project managers and team leaders aiming to enhance their analytical skills
- Business analysts involved in project planning and evaluation
- Professionals responsible for project risk management
- Members of project management offices (PMOs)
- Anyone looking to improve their project management competencies

COURSE HIGHLIGHTS:

- Understanding the critical aspects of strategic thinking and operational excellence
- Leveraging operational strengths to enhance stakeholders' value
- Executing Strategy and lean organizational practices at the operational level
- Managing projects and practicing process management practices effectively
- Managing operational change management to influence an innovative culture

WHAT YOU WILL LEARN IN THIS PROGRAM

The Chief Operating Officer Program will enable you to:

- Align operations improvements with business strategy to support growth and achieve the organization's strategic objectives
- Appreciate the contemporary challenges that operations leaders need to deal within dynamic environment.
- Understand current strategies for improved operations competitiveness
- Influence organizational culture and employee behavior to align strategic goals and operations management
- Implement Lean Organization principles, methodologies to achieve key operational excellence goals – easier, better, faster, and cheaper
- Develop your operational thinking into strategic thinking, and articulate new strategic initiatives
- Evaluate how a shift from an operational to a strategic mindset can transform your organization, both inside and outside
- Tackle large-scale problems by leveraging your operational excellence, working beyond your boundaries and acting as a strategic leader
- Articulate the concepts of value creation and value capture by adopting a customer-centric perspective
- Discuss how analytics, organizational agility, ecosystems' capabilities and sustainability may enable your organization to create more value
- Evaluate your leadership capacities, including how to make decisions and navigate cognitive biases
- Understand how to leverage your team, and use negotiations to create value
- Define how strong leadership ability can influence teams and drive change at an organizational level.



TRAINING METHODOLOGY

The program will be conducted through a combined applications of (a) coach-led training, (b) practical application of techniques through individual and group activities, and (c) mini-focus case discussions and reflection of delegate real life experiences. Participants are given opportunities to apply strategic tools to their operations context. The main goal is to motivate participants to start thinking, evaluating and setting strategic priorities for their organization operations functions. The program manual provides a guide to all tools and methods covered for future reference.

COURSE OUTLINE

Introduction to Project Analysis

- Overview of project analysis
- Key project analysis techniques
- Understanding project life cycles
- Identifying project opportunities
- Basic tools for project analysis
- Introduction to project planning

Risk Assessment and Management

- Identifying project risks
- Risk assessment techniques
- Developing risk management plans
- Implementing risk mitigation strategies
- Tools for risk management
- Review of risk management plans

Enhancing Project Communication

- Importance of effective project communication
- Developing communication plans
- Stakeholder management strategies
- Tools for project communication
- Review of communication plans

Advanced Project Planning

- Detailed project planning methodologies
- Developing project charters and plans
- Setting project objectives and milestones
- Resource allocation and budgeting
- Tools for project planning
- Review of project planning tools

Project Performance Evaluation

- Techniques for evaluating project performance
- Developing key performance indicators (KPIs)
- Using project management software
- Conducting project audits and reviews
- Tools for performance evaluation
- Review of project evaluation tools

Certificates

On successful completion of this training course, PALGNET Certificate will be awarded to the delegates

Registration Fees

\$2,500

Fee Includes

- Training Materials
- Meals & refreshments during the day
- Airport pickup and drop off
- Hotel Pickup and drop off
- Delegate Laptop
- ½ day tour to tourist attraction sites

Fee Excludes

- Dinner and Accommodation



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Welcome to the Sandton Lodge Rivonia, we extend a very warm welcome and trust your upcoming stay or conference with us will be both enjoyable and comfortable.



The Simama Hotels Sandton Lodge Rivonia offers business services and facilities. Our 34 Suites are all strictly non-smoking and have; Air-conditioning and Heating, Tea and Coffee Facilities, DSTV Decoder, a Mini-Bar Fridge (Stocked on request) and complimentary Broadband WIFI Internet Access with Secure on-site Parking available. As part of our continued guest-safety measures and growing international trend, the Sandton Lodge Hotel is a cashless establishment, for your convenience all major Credit and Debit cards are accepted in addition to Snap-Scan and Apple-Pay facilities.