

Essentials of Corporate Project Management

Planning, running and tracking a project with practical tools, without the weight of heavy methodologies.

Level	Foundation
Duration	3 days · 18 training hours
Fee	399 AED
Group size	6 - 22 participants
Delivery	In-house · Public run · Live virtual
Runs each year	24 May and 4 October

All training programmes are accredited by the Sharjah Private Education Authority.

Programme objectives

- Write a project charter with clear scope and deliverables
- Build the work breakdown structure and schedule
- Estimate resources and manage risks
- Produce progress reports that show the real status

Who it is for

New project managers, initiative coordinators and organisational development team members.

Prerequisites: None.

Programme outline

Day 1 — Initiation and scope

- The project life cycle
- The project charter
- Defining scope and preventing creep
- Stakeholder analysis

Day 2 — Planning

- The work breakdown structure
- Estimating durations and dependencies
- The schedule and the critical path
- Resource and cost estimation

Day 3 — Execution and closure

- The risk register and risk responses
- Tracking progress and status reporting
- Managing scope change
- Project closure and lessons learned

Competencies developed

- Planning
- Risk management
- Time management
- Reporting and tracking

What participants take away

- A project charter template
- A project plan and schedule template
- A risk register and issue log
- A company-issued certificate of attendance

How it is assessed

A complete project plan for a real initiative from the participant's workplace.

About the company

Innovation Excellence Consulting & Training is a Sharjah-based firm working with government and private organisations across the UAE and the region. We deliver management consulting, excellence award readiness, customer experience, corporate innovation, ISO certification and research — alongside accredited, applied training programmes.

Programmes accredited by the Sharjah Private Education Authority · 3,500+ professionals trained · 40 government and private entities

Why train with us

- No less than 40% of every programme is exercises and case work, not lecturing.
- Programmes designed on the ADDIE model, with cases drawn from the participants' own workplace.
- Trainers with genuine field experience in the work they are teaching.
- Delivered in Arabic and English to the same standard — in-house, public or virtual.

Register for this programme



To register, or to run this programme at your premises, get in touch — or register directly from the programme page on our site.

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Fees are per participant in UAE dirhams and exclude VAT. Confirm the year of each run on our website.