

## ***PRT: Project Management Practitioner***

**Objective:** The course is intended to hand on the project management globally recognized best practices for project managers so as to customize the practices to fit with their real-life situation, increase efficiency and effectiveness and be able to manage projects to achieve objectives under constraints and risks.

The essential project management body of knowledge and skills delivered in this course are how to structure organization to support project success, managing stakeholder expectation, scope management and planning, risk management, human resource management, how to create ownership and motivate project team, situational leadership, budget management, monitoring and controlling and project management software application.

For participants' better understanding, the instructors hand out the practical and powerful tools, techniques and best practices thru project scenario-based workshops with continuous case from project initiating to project monitoring.

**Who Should Attend:** People who work in project-based or stake in projects.

- Management people who manage or coordinate projects
  - Corporate Manager
  - Project Manager
  - Project Team Leader
  - Project Coordinator
- Operation staffs or project members who direct or execute project activities

**Course Benefit:** Participants will learn how to:

- Properly initiate and manage project to secure project success
- Plan, organize and monitor projects effectively within time and budget
- Be able to apply project management software to manage projects

**Duration:** 3 days (19 hours, 19 PDUs), 09:00 – 16:30

**Training Date:** See Training Schedule on [www.knowledgetraining.com](http://www.knowledgetraining.com)

**Venue:** Jasmine City Hotel, Soi Sukhumvit 23, Asoke, Bangkok

**Method:** Lecture and workshops

**Language:** Thai

**Instructors:** Arintra Punyayuttakan, PMP, CSQA, CSTE, CSPM, MCTS  
Paiboon Punyayuttakan PMP, CISSP, CISA, IRCA, ITIL, Project+

***Project Management Practitioner v4***



**Registration:** Download Registration Form and send to [info@knowledgegertraining.com](mailto:info@knowledgegertraining.com)

**Course Outline:** **Project Management Practitioner**

### Day 1

- Introduction to Project
  - Project Manager and Innovator
  - Characteristic of Project
  - Output & Outcome
  - Components of Project Success
- Project Management
  - Project Life Cycle
  - Project Management Knowledge Areas
  - Project Management Processes
- Business Case
  - Start with Business Case
  - *Project Scenario & Business Case Workshop*
- Project Charter
  - Why Project Charter?
  - Project Objectives
  - Assumption & Constraints
  - *Project Scenario & Project Charter Workshop*
- Project Stakeholder Management
  - Why Project Stakeholder Management?
  - Identify Stakeholders
  - Project Stakeholders
  - Manage Stakeholder Expectation
  - Stakeholder Strategies
  - *Project Scenario & Stakeholder Analysis Workshop*

### Day 2

- Project Scope Management
  - Source of Requirements
  - Requirement Gathering Techniques and Implementation
  - Good Characteristics of Requirements Specification
  - Create Work Breakdown Structure (WBS)
  - *Project Scenario & WBS Workshop*
- Project Time Management
  - Project Estimation Techniques
  - Activities Sequencing & Dependency
  - Project Scheduling
  - Critical Path Method (CPM)
- Project Risk Management
  - Sense of Managing Risk
  - Risk Management Planning

**Project Management Practitioner v4**

- Risk Identification Techniques
- Risk Assessment
- Key Risk Indicator (KRI) & Risk Trigger
- Risk Ownership
- Risk Response Planning
- Risk Monitoring and Control
- Risk Profile
- *Project Scenario & Risk Management Workshop*

### Day 3



- Project Cost Management
  - Cost Management Planning
  - Cost Budgeting
  - Why Measurement?
  - Cost Baseline (S-Curve)
  - Earned Value Technique
  - Cost Performance Index
  - Schedule Performance Index
  - Performance Improvement Strategy
- Project Management Application
  - Manage Single Project with Microsoft Project
  - *Microsoft Project Workshop*

**Course Fee:** 29,900 Baht  
Early Bird 19,900 Baht - to be paid 2 weeks prior to training

(Baht)	Course Fee	VAT 7%	Total (No Withholding Tax)	Withholding Tax (3%)	Total with Withholding Tax
Normal Rate	22,900	1,603	24,503	687	23,816
Early Bird Rate	19,900	1,393	21,293	597	20,696

**Payment:** Transfer thru bank or pay cheque

1. By Cash – Please pay to the account name “บริษัท โนวเลดเจอร์ จำกัด”

Bank	Branch	Account Type	Account No.
	สาขาภิบาล 1 (บางบอน)	ออมทรัพย์	716-2-50476-7
	เซ็นทรัล พระราม 2	ออมทรัพย์	436-1-49772-2

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2. By Cheque – Please pay A/C Payee Cheque to “Knowledgeger Co., Ltd.” (“บริษัท โนวเลตเจอร์ จำกัด”)

To complete the registration process, please scan and email the pay-in slip and withholding tax slip (if any) to [info@knowledgegertraining.com](mailto:info@knowledgegertraining.com). Knowledgeger will acknowledge the registration to the registrant and the HR/coordinator emails provided.

หน่วยงานราชการและนิติบุคคล สามารถหักภาษี ณ ที่จ่ายได้ตามหลักเกณฑ์  
ที่อยู่ในการออกเอกสารใบหักภาษี ณ ที่จ่าย  
บริษัท โนวเลตเจอร์ จำกัด สำนักงานใหญ่ เลขประจำตัวผู้เสียภาษี 0105555106113  
728 ซ. บางบอน 4 ซอย 7 แขวงบางบอน เขตบางบอน กทม. 10150

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