



Microsoft Project for Project Managers

Project Management & Contracts

QGT-PMC-103 | Foundation | 5 or 10 days | Online, classroom, in-house

Course overview

Microsoft Project for Project Managers is an introduction that builds a solid working knowledge in Microsoft Project for Project Managers. It covers the principles, the requirements of PMI PMBOK, FIDIC, AACE and ISO 21502, and the practical methods used on site, with case studies from operations in the Gulf, Africa and worldwide. Available online, in the classroom in 60 cities, or in-house.

What participants will be able to do

- Explain the principles, terminology and scope of Microsoft Project for Project Managers
- Apply the relevant requirements of PMI PMBOK, FIDIC, AACE and ISO 21502
- Use practical tools, checklists and calculations with confidence
- Recognise common problems, risks and root causes and choose the right corrective action
- Prepare an improvement plan for their own site or organisation

Who should attend

Designed for project managers, planners, contract engineers and commercial staff, new joiners and anyone who needs a solid grounding in the subject.

Course outline (5 days)

Day 1: Principles and terminology

Scope, key definitions and how Microsoft Project for Project Managers fits into daily operations

Day 2: Codes, standards and requirements

What PMI PMBOK, FIDIC, AACE and ISO 21502 require, and how to read them

Day 3: Methods, tools and calculations

Step-by-step methods, checklists and worked examples

Day 4: Operation, inspection and common problems

Typical failures, warning signs and what to do about them

Day 5: Case studies, workshop and assessment

Group exercise on real cases and a final knowledge check

What the 10-day edition adds

Day 6: Applied project, part 1 – Apply the week-one methods to a case from your organisation

Day 7: Data and digital tools – Software, spreadsheets and digital tools used in practice

Day 8: Lessons from incidents and audits – What investigations and audit findings teach

Day 9: Applied project, part 2 – Complete, test and refine your solution

Day 10: Presentations and final assessment – Present to the group and complete the final assessment

Fees (USD per participant)

Duration	Live online	Classroom	In-house
5 days	\$3,000	\$5,500	On quote
10 days	\$5,500	\$9,900	On quote

Fees include course material and certificate of completion; classroom fees include refreshments and lunch. In-house training is priced per group.

Dates and cities 2027–2030

Dates	City	Format	Duration	Fee
8–12 Mar 2027	Dublin	Classroom	5 days	\$5,500
22 Mar – 2 Apr 2027	Accra	Classroom	10 days	\$9,900
10–14 May 2027	Vienna	Classroom	5 days	\$5,500
12–23 Jul 2027	Houston	Classroom	10 days	\$9,900
11–15 Oct 2027	Online (live)	Online (live)	5 days	\$3,000
7–11 Feb 2028	Kuala Lumpur	Classroom	5 days	\$5,500
27 Feb – 9 Mar 2028	Algiers	Classroom	10 days	\$9,900
10–14 Apr 2028	Copenhagen	Classroom	5 days	\$5,500
17–28 Apr 2028	Cape Town	Classroom	10 days	\$9,900
4–8 Sep 2028	Online (live)	Online (live)	5 days	\$3,000
5–9 Feb 2029	Geneva	Classroom	5 days	\$5,500
9–20 Apr 2029	Madrid	Classroom	10 days	\$9,900
14–18 May 2029	Accra	Classroom	5 days	\$5,500
9–20 Jul 2029	Nairobi	Classroom	10 days	\$9,900
13–17 Aug 2029	Online (live)	Online (live)	5 days	\$3,000
14–18 Jan 2030	Budapest	Classroom	5 days	\$5,500
28 Jan – 8 Feb 2030	Kuala Lumpur	Classroom	10 days	\$9,900
17–21 Mar 2030	Amman	Classroom	5 days	\$5,500
23 Jun – 4 Jul 2030	Jeddah	Classroom	10 days	\$9,900
4–8 Nov 2030	Online (live)	Online (live)	5 days	\$3,000

How to register

Register online or scan the code

<https://qimmatrainig.com/courses/microsoft-project-for-project-managers/>

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