

## **Course PM170: The Elements of Time and Cost Management in Projects**

**Course Length:** 2 days

Meeting time and budget goals on a project is achieved through detailed planning, responding to day-to-day changes and taking actions which are focused on maintaining the project schedule and budget. This course focuses on the tools of time and cost management including:

- change management
- application of the project work breakdown structure
- creating and maintaining a schedule using Gantt, Milestone and Precedence diagrams and
- keeping track of costs through the development and monitoring of the project budget.

### **Intended Audience**

- Project and Program Managers who need to apply current practices in project time and cost management
- Project Managers and Leaders who are new to the project management process and are undertaking project management responsibilities for the first time.

### **Outline**

- The objectives and principles of time and cost management within projects
- Trends which affect maintaining the balance between schedules and budgets on our projects today.
- Effective change management
- Time and Cost Management and the Work Breakdown Structure.
- Developing the schedule
- Identifying float and critical path
- The risks associated with the schedule
- Resource leveling
- Developing and maintaining the project budget
- Applying Earned Value to the project budget.

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