<h1 style="text-align:center">Make Project Management Fun</h1>

Do you wish to learn how to plan, execute, and manage a project to meet the project scopes? Interested to learn how having fun could help to achieve the project deliverables?

Introduction

Project management is to execute project activities with various skills, tools, and knowledge to meet the project requirements or deliverables. If conventional skills, like setting KPI, time tracking, regular meeting is motivating the team, or it was the main reasons for project failure? Based on research, one of the key elements to achieve a successful project was having fun. Making Project Management fun is helping a team to have a strong bond, sharing and valuing each other.

Program Objectives

This program aims to:
- Learn the fundamentals of project management.
- Learn the technique of planning, executing, controlling, and closing a project.
- Promote the fun environment in the project team to enhance the commitments of the team members.

Learning Outcomes

After completing this program, participants should be able to:
- Understand the fundamentals of Project Management and Team Development.
- Deliverables? A project by creating a project charter and defining scope.
- Learn the skill and technique of executive project activities.
- Implement a fun environment to manage and control the project.
- Manage project risks and changes in a creative way.

Who should attend?

Project Manager, Project Sponsor, Project member, or any of the stakeholder who are directly or indirectly involved in the project.

Methodology

Case studies, forum discussion, role-play, presentations, gamification

Program Outline

Time	Day One
9.00am–10.30am	**Fundamental of Project Management and Team Development** Understanding the fundamentals of project management will increase the chances to achieve project deliverables. In this module, the participant will learn the concept of project management and team forming development; these include how to resolve team storming and conflict.
10.30am-11.00am	**Break and Networking**
11.00am-1.00pm	**Project Planning: Project Charter** Every successful project starts with a great plan; this session will focus on the importance of project planning. The participant will be involved to create project charter, Schedule, identify stakeholder, risks, and budget.
1.00pm-2.00pm	**Lunch Break and Networking**
2.00pm-3.30pm	**Project Executing : Team and Communication Management** To succeed in a project, it is crucial to communicate effectively among the team members. Applying effective and fun methods of communication will help to enhance the trust, responsibility, teamwork, and commitment of the team towards the project. Participants were involved in team building activities to learn team bonding skills.
3.30pm-4.00pm	**Break and Networking**
4.00pm-5.00pm	**Project Executing : Work Breakdown Structure (WBS)** Work breakdown structure (WBS) was defined as the deliverable oriented hierarchical decomposition of the work to be executed. This is important to break down each deliverable to better oversee and manage the complex deliverable. The participant will learn the technique to breakdown each project deliverable into smaller activities in this module.

Time	Day Two
9.00am–10.30am	**Project Executing: Stakeholder and Risk Management** Identifying stakeholder expectation could help in developing strategy to execute a project and reduce conflict. Proper risk identification will further reduce the negative impact on the product. The participant will learn the key steps to identify stakeholder and risk in this module.
10.30am-11.00am	**Break and Networking**
11.00am-1.00pm	**Project Control : Triple Constraint of a project** Time, Cost, and Scope were introduced as classical triple constraints of a project. It was assumed that any change to any constraint would impact the remaining one or both. The participant would learn methods to define the project constraint and minimise the impact in this module.
1.00pm-2.00pm	**Lunch Break and Networking**
2.00pm-3.30pm	**Project Control: Change Management Control** Changes were defined as any activities which would deviate or impact the project scopes, risks, processes, qualities, etc. Changes were unavoidable and could have happened at any stage of the project. Thus, change management was key tools used to manage all the changes to ensure the initial project objective and deliverable could be achieved.
3.30pm-4.00pm	**Break and Networking**
4.00pm-5.00pm	**Project Closing** Project Closing means all the objectives and scopes stated in the project charter had been delivered. The closing decision has to be agreed upon by all the stakeholders. The participant will learn the technique to capture all the lessons learned and feedback throughout the project as useful resources for future project.