



“Project Management: Planning, Execution, Monitoring and Control”:

A 10-day (23rd Nov – 4th Dec 2020) Online Training Program by IIT Kharagpur

1. Introduction:

Projects are the modus operandi of implementing organizational strategy and achieving strategic goals and objectives. Project management is receiving increasing attention in today's competitive business world. Its importance is well-acknowledged and pervasive in the business world such as construction, engineering, mining, hi-tech, electronics, logistics, defense forces, product development, R&D, and so on. Project management has developed to the point where it is a professional discipline having its own body of knowledge and skills. In order to achieve business excellence, it is necessary to develop expertise in planning, executing and managing projects.

2. Program Objectives:

The course would help the academics as well as practicing managers and professionals to learn modern project management tools and techniques, scheduling of activities, resources and cost; and enhance their skills in expediting projects by prudently crashing certain activities. It would also provide them a holistic view of project management covering among others project risk and quality management, procurement and contract management, communication management, developing leadership skills and managing PM team, project performance evaluation, project audit and closure. More importantly, the course would help the participants to familiarize with and proficient in using MS Project®.

3. Program Module/Content

1. Introduction to Project Management, Basic Concepts, and Project Life Cycle Management
2. Organization Strategy, Project Analysis and Project selection
3. Project Management Organization structure and organization culture
4. Project Definition, Activities, Work Breakdown structure
5. Project time and cost estimation, Time Management



6. Developing Project Plan; Network Analysis using PERT/ CPM technique
 7. Resource Management and Cost Management: Resource leveling, Scheduling and allocating project resources and costs
 8. Reducing Project duration - Crashing project activities to speed up a project
 9. Project Risk Management - Identification, quantification, and mitigation of risks
 10. Project Quality Management
 11. Project Procurement and Contract Management
 12. Communication Management in PM; Leadership and Managing Teams
 13. Project Evaluation, Project progress and Performance Management
 14. Project Outsourcing, Negotiation, and Managing inter-organizational Relations
 15. Project Closure, and Project Oversight
 16. Familiarization with and developing working competence in the use of MS Project®
4. **Program Features/Pedagogy**
- Online lectures – 60%
 - Numerical/ Problem solving, online Case study and Activity – 30%
 - Familiarization with PM software (MS Project) -10% (to build project plan and resource optimization)
5. **Program Schedule and Platform**
- 23rd Nov – 4th Dec 2020 (Monday – Friday)
 - **10 days, @3 hrs/day** (2 PM- 5:30 PM)
 - Platform (Zoom/Webex/Moodle etc.) - To be intimated later
6. **Session Schedule:**
- To be intimated later
7. **Program Fee**
- **INR 5,000/- per person per day + GST**
(including Course package)
 - **Last date for Enrolment:** 13th Nov 2020
8. **Batch size: 25** (approx.)



9. **How to Apply**

Please visit IIT Kharagpur website: <http://www.iitkgp.ac.in/>

Go to “Apply for CEP Events”: <https://erp.iitkgp.ac.in/CEP/courses.htm>

Click on “How to Apply”:

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Click on “How to Pay”:

https://erp.iitkgp.ac.in/CEP/CEP_Payment_Document_18032020.pdf

10. About the Course Coordinators:

Dr.Sanjib Chowdhury

After working for **34 years** in two major oil companies in *India and Kuwait*, Sanjib Chowdhury joined *Indian Institute of Technology, Kharagpur* at Vinod Gupta School of Management in Feb 2018 as *Visiting Faculty* in the areas of: (a) Strategic Management (b) Operations Management, and (c) Project Management.

He has extensive work experience (**36+** years) in the cross-functional areas of: *Strategic and Corporate Planning, Optimization and Business Performance Improvement, Project Management, HR and General Management*, and had held responsible positions. He is the recipient of Kuwait Gulf Oil Company (KGOC) Ideal Employee Award, ONGC Chairman’s Award, ONGC Director’s Award to mention a few.

Based on his work experience, he has authored a book titled “*Optimization and Business Improvement studies in Upstream Oil and Gas Industry*”, John Wiley & Sons Inc., New Jersey, USA, August 2016 (sole-authored, international publication).

He holds B. Tech., M. Tech., and Ph. D. degrees in Industrial Engineering and Management all from the Indian Institute of Technology, Kharagpur, and published several technical papers in journals of repute.

Dr. (Mrs) Prabina Rajib

Dr. (Mrs) Prabina Rajib is a Fulbright Fellow and is former Dean – Vinod Gupta School of Management, IIT Kharagpur. She is a professor of finance & accounts with research interests in project and corporate finance, international finance, financial accounting, and commodity markets & derivatives. She has published about 40 papers in refereed



journals, 18 conference papers, and developed NPTEL courses. Six Ph.D. scholars completed their theses under her guidance and another 4 are ongoing. She has authored two books, namely, 1. Commodity Derivatives & Risk Management (PHI Learning, 2014), and 2. Stock Exchanges & Investments—Straight Answers to 250 Nagging Question. She holds Masters (Economics), MBA, and Ph.D. degrees.

Other faculty for the course

Dr.Pradip K. Ray

Prof Pradip K Ray is the Dean – Vinod Gupta School of Management with more than 30 years of experience in teaching and 8 years in the industry. His teaching and research interests are in the areas of Operations Management including quality and reliability management, inventory management, productivity management, safety management, ergonomics, manufacturing, and health care system. He has published several books and international papers (total 162 nos.), and undertaken several consultancy work of national importance (27 nos. till date). He is a certified Lead Assessor for ISO-9001 and Visiting Professor of several foreign universities including USA. He received BE(Mech), M.Tech. and Ph.D. degrees in Industrial Engineering & Management from IIT Kharagpur.

Dr. Surojit Mookherjee

Prof. Surojit Mookherjee's experience includes 15 years of industrial research, manufacturing, Operations, Joint Venture set up in the field of metal cutting tool and powder metallurgy. Post his industrial stint, he migrated to SAP project implementation and management, Business consulting, IT Outsourcing, Program management and IT Service sales for global clients. During this period of 18 years, he worked with Pricewaterhouse Coopers and IBM India. He holds B.Tech. and Ph.D. degrees from IIT Kharagpur.