

Advanced Monitoring and Evaluation of Projects

Course code: PM-017



SPARK TRAINING

Professional training courses for leaders, specialists, and organizations seeking practical capability development.

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— Workshop Overview

No matter the size of your project, it's a complex puzzle of interconnected parts that must align to meet deadlines, stay within budgets, and uphold quality standards. Even a minor hiccup can cascade into delays and financial setbacks. Keeping everything synchronized is a daunting task, causing stress for both project managers and sponsors. That's why every project requires a robust project control system to track progress and evaluate performance, alongside project managers equipped with the right soft skills to lead, influence, negotiate, and motivate team members. During project execution, the culmination of planning efforts leads to visible progress, impressing senior managers. But how do we gauge progress accurately? While numerous metrics can be tracked, only a select few truly reflect the project's performance. To effectively monitor, measure, and assess project performance, a thorough planning and initiation process is crucial. This lays the groundwork for defining objectives, success criteria, key performance indicators, timelines, risks, budgets, and benefits—essentially setting the standards against which progress will be evaluated. This training course will delve into:

- Defining project success and failure
- Understanding governance mechanisms for supporting initiation, planning, execution, and closure
- Establishing key performance indicators, metrics, and reporting structures
- Utilizing proven planning techniques to control project scope, schedule, costs, uncertainties, communication, and quality
- Implementing effective project execution and control methods to aid reporting
- Developing soft skills to complement planning strategies and manage expectations effectively.

Why Attend

This training course will utilise a variety of proven adult learning techniques to ensure maximum understanding, comprehension and retention of the information presented. Over five days, this training course is highly interactive and practical. It uses a wide variety of concepts and models to explore effective leadership in projects. Case

Who Should Attend

Project Managers / Team Leaders
Project Technical / Workstream Leaders
PMO staff
Project Sponsors / Owners
Business Functional Management or personnel

— Learning Objectives

- Understand how projects originate and get started
- Agree key performance indicators and success criteria and understand why they are necessary

- Learn the processes, tools and techniques of project planning with a risk management focus
- Lead, Influence and negotiate with people to deliver what they promise and make projects successful
- Understand project team members and enable project teams to be highly productive
- Build effective dashboards with the knowledge of scorecards to report project performance?
- Measure, forecast, present status, and control project performance by employing earned value techniques

Course Outline

DAY
1

Day One: Project Basics

- Organisation Vision, Mission & Strategy
- Characteristics of projects
- How project success is measured
- Project context and the environment
- Initiation
- Defining project scope

DAY
2

Day Two: Planning Projects with Execution, Monitoring and Control in Mind

- What is project planning?
- What work has to be done?
- In what order will the work be done?
- How long will work take?
- Who do we need to undertake the work, including acceleration techniques
- What tools can we use to communicate our plans?

DAY
3

Day Three: Risk Management

- How much will the project cost?
- Risk Management processes, tools and techniques
- Designing the monitoring and control system using S curves
- Introducing a change control system
- The value of Audits
- Baselining

DAY
4

Day Four: Monitoring and Control, Evaluation, Reporting & Hand-over

- Setting up Project Control Systems
- Selecting Appropriate Key Performance Indicators
- Project execution
- Monitoring Performance through Earned Value Management
- Reviewing what has been achieved and reporting progress
- Controlling Project Handover to Operations

DAY
5

Day Five: Looking After and Leading the Team

- Project people selection, team building and empowerment
- Leadership vs management
- Negotiating and delegating with confidence
- Meetings and safe communication with stakeholders
- Conflict handling
- Project closure
- Lessons learned

— Upcoming Classroom Dates

DATE	LOCATION	FEE
19 - 23 October 2026	Istanbul - Türkiye	€1,425
2 - 6 November 2026	Rome - Italy	€2,125
21 - 25 December 2026	Istanbul - Türkiye	€1,425
18 - 22 January 2027	Kuala Lumpur - Malaysia	€1,400
15 - 19 February 2027	Barcelona - Spain	€1,925
15 - 19 March 2027	Geneva - Switzerland	€2,625
19 - 23 April 2027	Munich - Germany	€2,125
17 - 21 May 2027	Amsterdam - Netherlands	€2,125

— Certificate and Registration

Participants who attend and complete the full programme receive a SPARK Training Certificate of Completion. For registration, in-house delivery, or availability questions, contact info@sparktraining.eu or +31 85 115 0004.