



# informattech

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CERTIFIED

GLOBAL  
LEADERSHIP  
CONSULTANTS

IT MANAGEMENT AND CYBER SECURITY | IMCS-005

# Managing IT Projects Effectively

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# Course content

## Why Attend

Why Attend IT projects are often complex, fast-moving, and highly dependent on changing business needs, technology risks, and stakeholder expectations. Successful delivery requires strong planning, clear requirements, effective teamwork, and disciplined execution. This course provides participants with practical tools and proven project management techniques to manage IT projects from concept to successful implementation.

**Course Methodology** This course uses an interactive and practical approach through presentations, case studies, project simulations, planning exercises, group discussions, templates, and real workplace examples.

## Course Objectives

- Understand the unique nature of IT projects
- Apply suitable project management methods for IT initiatives
- Develop business cases and project charters
- Gather and manage project requirements effectively
- Build practical schedules, budgets, and resource plans
- Manage risks, testing, and change control
- Lead project teams and stakeholders successfully
- Deliver IT solutions smoothly and close projects effectively

## Target Audience

- IT Project Managers
- Project Coordinators
- IT Managers
- Business Analysts



# Course content

## Target Audience

- Team Leaders
- PMO Staff
- Anyone involved in technology project delivery

## Target Competencies

- IT Project Management
- Planning and Scheduling
- Risk Management
- Stakeholder Management
- Requirements Management
- Team Leadership
- Change Management
- Delivery Management

## Course outline

### Day 1: Overview of IT Project Management

- How IT projects are different
- Risks associated with IT projects
- System development life cycle
- Waterfall model
- Incremental model
- Basic iterative model
- Agile development model



# Course content

## Course outline

### Day 2: Project Concept and Requirements Management

- Developing the business case
- Identifying stakeholders
- Establishing conceptual solutions
- Project charter
- Functional requirements
- Technical requirements
- Techniques for gathering requirements
- Analyzing and prioritizing requirements
- Documentation requirements

### Day 3: Project Planning

- Building work breakdown structure
- Critical path analysis
- Gantt charts
- Resource planning
- Agile project planning
- Product roadmap
- Release and iteration planning
- Risk management and disaster recovery planning

### Day 4: Project Design and Solution Development

- Developing preliminary design
- Prototyping IT solutions



# Course content

## Course outline

- Design criteria
- Solution alternatives: build, buy or outsource
- Managing quality during development
- Preparing for implementation readiness

### Day 5: Project Implementation and Delivery

- Managing the project team
- System testing
- Change management
- Delivery conversion strategy
- Acceptance testing
- Developing the go-live transition
- Project closeout



# Seminar dates

## Available seminar dates

Live dates and pricing for Managing IT Projects Effectively generated from the course details page.

| Date                   | Location                | Format    | Fee      |
|------------------------|-------------------------|-----------|----------|
| 14 - 18 September 2026 | Paris - France          | Classroom | €3,520.- |
| 5 - 9 October 2026     | Barcelona - Spain       | Classroom | €3,360.- |
| 12 - 16 October 2026   | Munich - Germany        | Classroom | €3,400.- |
| 9 - 13 November 2026   | Kuala Lumpur - Malaysia | Classroom | €1,800.- |
| 16 - 20 November 2026  | Amsterdam - Netherlands | Classroom | €3,360.- |
| 7 - 11 December 2026   | London - U.K            | Classroom | €3,400.- |
| 14 - 18 December 2026  | Paris - France          | Classroom | €3,520.- |
| 21 - 25 December 2026  | Istanbul - Turkey       | Classroom | €2,560.- |
| 4 - 8 January 2027     | Amsterdam - Netherlands | Classroom | €3,400.- |
| 1 - 5 February 2027    | London - U.K            | Classroom | €3,360.- |
| 1 - 5 March 2027       | Barcelona - Spain       | Classroom | €3,080.- |
| 5 - 9 April 2027       | London - U.K            | Classroom | €3,360.- |
| 3 - 7 May 2027         | Barcelona - Spain       | Classroom | €3,080.- |
| 7 - 11 June 2027       | Istanbul - Turkey       | Classroom | €2,280.- |
| 5 - 9 July 2027        | Madrid - Spain          | Classroom | €3,400.- |
| 2 - 6 August 2027      | Istanbul - Turkey       | Classroom | €2,280.- |
| 6 - 10 September 2027  | Paris - France          | Classroom | €3,600.- |



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## Available seminar dates

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| Date                 | Location                | Format                                    | Fee      |
|----------------------|-------------------------|-------------------------------------------|----------|
| 4 - 8 October 2027   | Barcelona - Spain       | Classroom                                 | €3,080.- |
| 1 - 5 November 2027  | Geneva - Switzerland    | Classroom                                 | €4,200.- |
| 6 - 10 December 2027 | Kuala lumpur - Malaysia | Classroom                                 | €1,800.- |
| Live online option   |                         | Online delivery is available at €1,850.-. |          |