XCELERATE TRAINING INSTITUTE

your learning & development partner

PROJECT MANAGEMENT

# Project Management and Business Analysis

| DURATION | LANGUAGE | FORMAT |
|---|---|---|
| **5 days** | **English** | **Classroom / Online** |

## Upcoming dates

| Dates | Venue | Format | Fee |
|---|---|---|---|
| 4 – 8 ????? 2027 | Live online | Online (live) | **€1?200** |
| 8 – 12 ?????? 2027 | Berlin | Classroom | **€3?800** |
| 12 – 16 ????? 2027 | Live online | Online (live) | **€1?200** |

### Register or ask a question

Online: x8ti.com/course/project-management-and-business-analysis/

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# Project Management and Business Analysis

## Introduction

When a team embarks on a project, they must clearly understand its objective. Organizations must ensure a clear alignment between their business strategy and projects. By integrating Business Analysis and Project Management concepts, teams can significantly increase their chances of project success.

This Xcelerate training course will enhance your knowledge of Business Analysis and Project Management. It is designed to cover all aspects of business-related projects, from initiation to closure.

### Course Objectives

The primary goal of this training course is to improve your:

- Understanding of how to align projects with an organization's business strategy
- Ability to evaluate a project's value to the organization
- Familiarity with project life cycles and processes
- Knowledge of project knowledge areas and their integration with business strategy
- Skill in balancing the triple constraints (time, cost, and quality)
- Capacity to effectively manage stakeholders and meet their requirements
- Communication skills within the project team
- Ability to identify, analyze, and manage project risks

### Training Methodology

Xcelerate Training Institute employs highly experienced trainers who use engaging audio-visual presentations. To ensure tailored training, the course content is thoroughly assessed by trainers before each session.

Interactive learning methods, such as group activities, role-plays, and case study discussions, are integrated into the training program. Practical experience is also emphasized throughout the course.

Xcelerate Training Institute follows a proven Do-Review-Learn-Apply Model.

### Organizational Benefits

After completing this training course, organizations will experience the following benefits:

- Enhanced alignment of projects with organizational strategy
- Increased transparency and team involvement in project cost planning
- Improved project finance management and cash flow control
- Stricter adherence to project management plans and components
- More effective cost management and financial control
- Improved communication between stakeholders at all project stages

### Personal Benefits

Individuals who complete this Business Analysis and Project Management training will gain the following:

- A deeper understanding of the strategic significance of projects

- Increased consideration for project estimate preparation
- Clearer insights into key aspects of project estimate development
- Improved awareness of project costs at all life cycle stages
- Enhanced attention to detail in costing and scheduling
- Greater confidence in budget and cost control
- Stronger stakeholder management skills
- A better understanding of different contract types
- Advanced knowledge of earned value analysis and cost forecasting
- Improved skills in project closure

## Target Audience

This course is suitable for:

- Anyone involved in projects at any stage
- Senior project team members seeking to enhance their Business Analysis and Project Management knowledge

## Course Outline

This Business Analysis and Project Management Certification Course covers the following topics:

### Understanding Business

- Definition of business
- Business needs and benefits
- Business strategy
- Business Analysis planning and monitoring
- Requirements management and communication

### Understanding Projects

- Introduction to projects, and PLC
- Distinction between operations and projects
- Strategic significance of projects
- Relationship between business and projects
- Business Analysis knowledge areas
- Impact of Business Analysis on Project Management
- Impact of business changes on projects
- Investment decision-making
- Project scope definition
- Project Charter and other documents
- Work Breakdown Structure

### Scheduling and Business Analysis

- Activity creation and sequencing
- Duration calculation
- Schedule development

- Baselining and updating schedules
- Impact of scheduling on Business Analysis

## Resource Management

- Understanding resource requirements
- Resource estimation and acquisition
- Resource management and control

## Costing and Business Analysis

- Cost estimation
- Budget preparation
- Cost control
- Earned Value Analysis
- Impact of cost changes on business

## Stakeholders

- Stakeholder identification
- Understanding stakeholder requirements
- Stakeholder management

## Communication

- Importance of communication
- Communication management

## Procurement

- Procurement planning
- Procurement monitoring

## Risk Management

- Risk management concepts
- Risk identification
- Risk analysis (qualitative and quantitative)
- Risk mitigation
- Managing reserves
- Project risks and business impacts

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# Registration Form

## Project Management and Business Analysis

Preferred dates: ..... Venue or online: .....

Duration: 5 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

### Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

### Company information

Company name: .....

Address: .....

City / country: ..... VAT / tax number: .....

### Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Email: .....

### Payment

☐ Please invoice me ☐ Please invoice my company

Signature: ..... Date: .....

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