

Course Name

Practical Project Planning and Execution Skills

Sector Name

Project & Contract Management

Document Type

Generated by Boostlab

[Click Here To Visit Course](#)

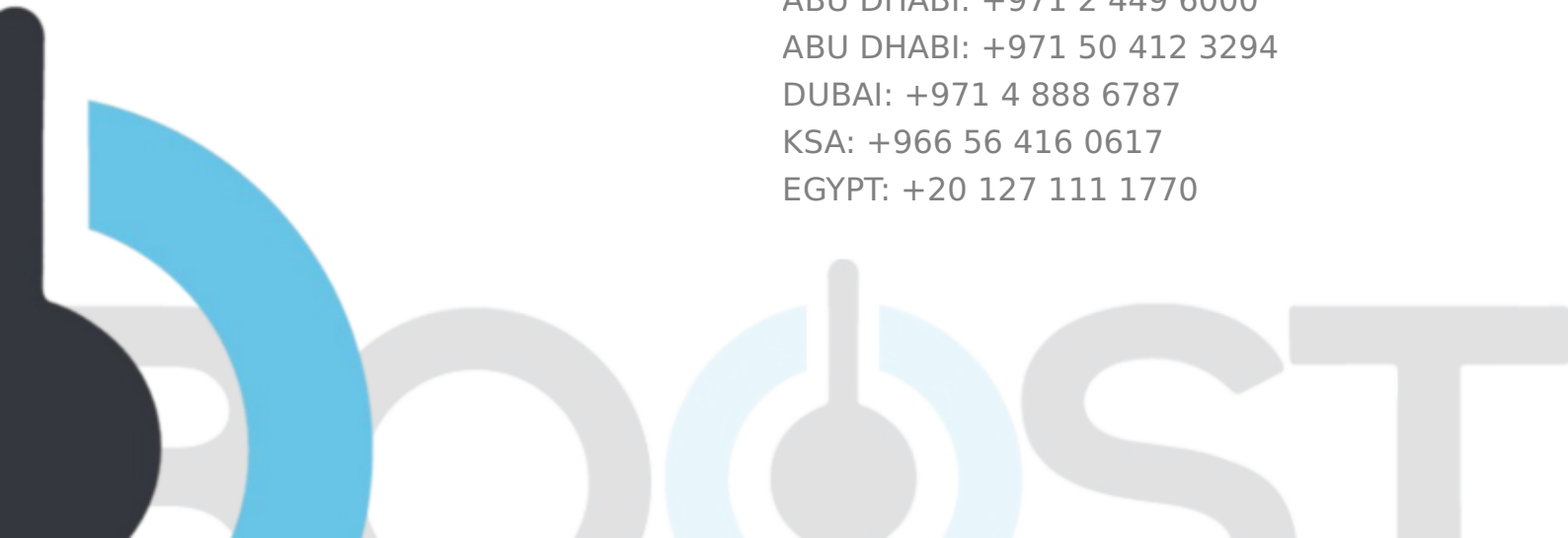
ABU DHABI: +971 2 449 6000

ABU DHABI: +971 50 412 3294

DUBAI: +971 4 888 6787

KSA: +966 56 416 0617

EGYPT: +20 127 111 1770



Practical Project Planning and Execution Skills

Course Introduction

This program develops essential project planning and execution skills for professionals involved in day-to-day project delivery. It focuses on breaking down work, managing timelines, anticipating risks, and maintaining execution discipline to support successful project outcomes.

Participants will learn practical techniques to structure tasks, manage priorities, and adapt plans when conditions change. The course emphasizes accuracy, accountability, and consistency in execution rather than leadership or managerial responsibilities.

ABU DHABI: +971 2 449 6000
ABU DHABI: +971 50 412 3294
DUBAI: +971 4 888 6787
KSA: +966 56 416 0617
EGYPT: +20 127 111 1770

[Click Here To Visit Course](#)



Practical Project Planning and Execution Skills

Target Audience

- ✓ Project Managers and Project Coordinators
- ✓ Team Leaders and Supervisors
- ✓ PMO Support Staff and Project Administrators

ABU DHABI: +971 2 449 6000
ABU DHABI: +971 50 412 3294
DUBAI: +971 4 888 6787
KSA: +966 56 416 0617
EGYPT: +20 127 111 1770

[Click Here To Visit Course](#)



Practical Project Planning and Execution Skills

Learning Objectives

- ✓ Apply structured planning techniques to organize project tasks effectively.
- ✓ Manage timelines, dependencies, and deadlines with greater accuracy.
- ✓ Identify execution risks early and respond proactively.
- ✓ Prioritize work to maintain focus on critical deliverables.
- ✓ Track progress and adjust plans to ensure delivery commitments are met.

ABU DHABI: +971 2 449 6000
ABU DHABI: +971 50 412 3294
DUBAI: +971 4 888 6787
KSA: +966 56 416 0617
EGYPT: +20 127 111 1770

[Click Here To Visit Course](#)



Practical Project Planning and Execution Skills

Course Outline

✓ DAY 01

Foundations of Project Planning

- ✓ Understanding project objectives and deliverables
- ✓ Translating objectives into tasks and activities
- ✓ Work Breakdown Structure (WBS) fundamentals
- ✓ Task sequencing and dependencies
- ✓ Defining roles and responsibilities at the execution level

ABU DHABI: +971 2 449 6000
ABU DHABI: +971 50 412 3294
DUBAI: +971 4 888 6787
KSA: +966 56 416 0617
EGYPT: +20 127 111 1770

[Click Here To vist Course](#)



Practical Project Planning and Execution Skills

Course Outline

✓ Day 02

Scheduling and Time Control

- ✓ Estimating effort and task duration
- ✓ Building realistic schedules
- ✓ Managing dependencies and handoffs
- ✓ Monitoring deadlines and milestones
- ✓ Handling schedule slippage

ABU DHABI: +971 2 449 6000
ABU DHABI: +971 50 412 3294
DUBAI: +971 4 888 6787
KSA: +966 56 416 0617
EGYPT: +20 127 111 1770

[Click Here To visit Course](#)



Practical Project Planning and Execution Skills

Course Outline

✓ Day 03

Prioritization and Workload Management

- ✓ Identifying critical tasks and constraints
- ✓ Prioritization techniques for project work
- ✓ Managing multiple assignments across projects
- ✓ Balancing urgency versus importance
- ✓ Maintaining focus under pressure

ABU DHABI: +971 2 449 6000
ABU DHABI: +971 50 412 3294
DUBAI: +971 4 888 6787
KSA: +966 56 416 0617
EGYPT: +20 127 111 1770

[Click Here To visit Course](#)



Practical Project Planning and Execution Skills

Course Outline

✓ Day 04

Risk Anticipation in Project Execution

- ✓ Common execution-level project risks
- ✓ Identifying early warning indicators
- ✓ Assessing risk impact on tasks and timelines
- ✓ Mitigation planning at the task level
- ✓ Responding to emerging risks

ABU DHABI: +971 2 449 6000

ABU DHABI: +971 50 412 3294

DUBAI: +971 4 888 6787

KSA: +966 56 416 0617

EGYPT: +20 127 111 1770

[Click Here To vist Course](#)



Practical Project Planning and Execution Skills

Course Outline

✓ Day 05

Monitoring Progress and Adaptive Execution

- ✓ Tracking task completion and progress
- ✓ Status updates and reporting accuracy
- ✓ Managing changes during execution
- ✓ Re-planning and adjusting schedules
- ✓ Maintaining execution discipline through project closure

ABU DHABI: +971 2 449 6000

ABU DHABI: +971 50 412 3294

DUBAI: +971 4 888 6787

KSA: +966 56 416 0617

EGYPT: +20 127 111 1770

[Click Here To vist Course](#)



Practical Project Planning and Execution Skills

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
May 2, 2027	May 6, 2027	5 days	4250.00 \$	KSA , Riyadh
Oct. 11, 2027	Oct. 15, 2027	5 days	2150.00 \$	Virtual , Online
Sept. 13, 2027	Sept. 17, 2027	5 days	4950.00 \$	Greece , Athens
March 29, 2027	April 2, 2027	5 days	4250.00 \$	UAE , Dubai

ABU DHABI: +971 2 449 6000
ABU DHABI: +971 50 412 3294
DUBAI: +971 4 888 6787
KSA: +966 56 416 0617
EGYPT: +20 127 111 1770

[Click Here To vist Course](#)

info@boostuae.com info@boostorg.com

Generated by BoostLab •

