

Consulting and Training | Reach New Heights

Course Name

Scheduling & Cost Control

Sector Name

Project & Contract Management

Document Type

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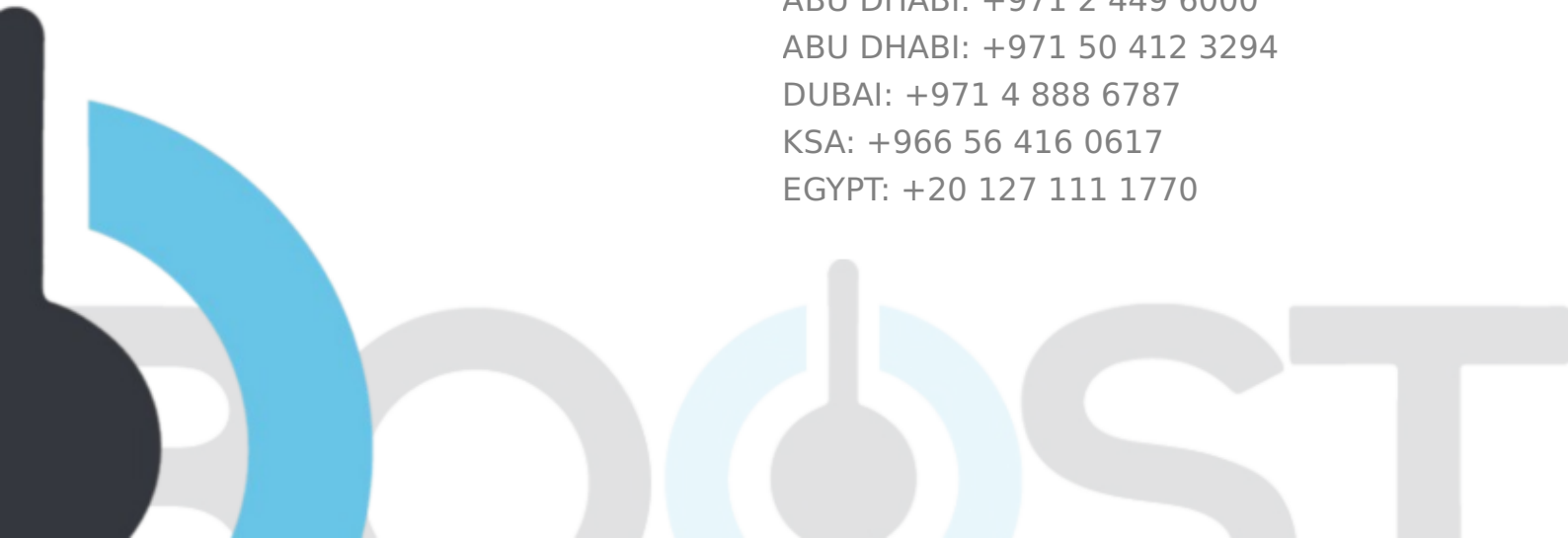
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Scheduling & Cost Control

Course Introduction

Successful project delivery requires more than developing an initial plan and budget. Project teams must be able to translate scope into realistic schedules, establish reliable cost baselines, monitor actual performance, anticipate deviations, and take corrective action before delays and cost overruns become critical.

The **Scheduling & Cost Control** course from **BOOST** provides participants with a practical understanding of the integrated processes used to plan, schedule, monitor and control project time and cost.

With particular relevance to construction and operational project environments, the program covers work breakdown structures, activity planning, scheduling techniques, critical path analysis, resource considerations, cost estimating and budgeting, project baselines, progress measurement, Earned Value Management, forecasting, variance analysis and corrective action.

Throughout the course, participants will work with practical exercises and project scenarios to develop their ability to interpret project information, identify schedule and cost risks, communicate

performance effectively, and support timely management decision-making.

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Scheduling & Cost Control

Target Audience

- ✓ Project Engineers
- ✓ Construction Professionals
- ✓ Operations Professionals
- ✓ Project Coordinators
- ✓ Planners
- ✓ Cost Controllers
- ✓ Project Controls Professionals and employees involved in planning
- ✓ scheduling
- ✓ monitoring
- ✓ controlling projects.

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Learning Objectives

- ✓ Understand the principles of integrated project scheduling and cost control.
- ✓ Translate project scope into a structured and measurable project plan.
- ✓ Develop effective Work Breakdown Structures (WBS).
- ✓ Define activities, milestones, dependencies and sequencing.
- ✓ Develop realistic project schedules.
- ✓ Apply Critical Path Method (CPM) techniques.
- ✓ Identify schedule constraints, float and critical activities.
- ✓ Understand resource requirements and their impact on project schedules.
- ✓ Develop project cost estimates and budgets.
- ✓ Establish schedule and cost baselines.
- ✓ Monitor actual progress against approved baselines.
- ✓ Measure project schedule and cost performance.
- ✓ Apply Earned Value Management (EVM) techniques.
- ✓ Calculate and interpret schedule and cost variances.
- ✓ Forecast project completion dates and final costs.
- ✓ Identify potential schedule delays and cost overruns at an early stage.
- ✓ Develop corrective and recovery actions.

- ✓ Understand the impact of project changes on schedule and budget.
- ✓ Prepare meaningful project control reports and dashboards.
- ✓ Communicate project performance effectively to stakeholders and management.

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Scheduling & Cost Control

Course Outline

✓ Day 01

Project Planning & Scheduling Fundamentals

Understanding Project Controls

- ✓ The role of planning, scheduling and cost control
- ✓ Project controls throughout the project lifecycle
- ✓ Relationship between scope, time, cost and resources
- ✓ Project controls in construction and operational environments
- ✓ Roles and responsibilities within the project controls function
- ✓ Establishing reliable project information

From Project Scope to Work Breakdown Structure

- ✓ Understanding project scope and deliverables
- ✓ Developing a Work Breakdown Structure (WBS)
- ✓ Work packages and control accounts
- ✓ WBS coding and project organization
- ✓ Linking scope with schedule and cost
- ✓ Establishing responsibility and ownership

Activity Planning

- ✓ Defining project activities
- ✓ Activity attributes
- ✓ Establishing milestones
- ✓ Determining activity durations
- ✓ Identifying activity dependencies
- ✓ Mandatory and discretionary dependencies
- ✓ Internal and external dependencies
- ✓ Understanding leads and lags

Practical Exercise

Participants develop a simplified WBS and activity list for a construction/project scenario and identify key milestones and dependencies.

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Course Outline

✓ Day 02

Developing & Optimizing the Project Schedule

Schedule Development

- ✓ Developing the project network
- ✓ Activity sequencing
- ✓ Network diagrams
- ✓ Forward and backward pass concepts
- ✓ Early Start and Early Finish
- ✓ Late Start and Late Finish
- ✓ Total Float and Free Float

Critical Path Method (CPM)

- ✓ Understanding the Critical Path
- ✓ Identifying critical and near-critical activities
- ✓ How critical activities affect project completion
- ✓ Monitoring changes to the Critical Path
- ✓ Multiple and changing critical paths
- ✓ Schedule constraints and their implications

Schedule Optimization

- ✓ Schedule compression techniques
- ✓ Crashing
- ✓ Fast tracking
- ✓ Evaluating schedule compression risks
- ✓ Resource constraints
- ✓ Resource allocation
- ✓ Resource leveling and smoothing
- ✓ Calendar considerations
- ✓ Developing a realistic schedule baseline

Schedule Quality

- ✓ Common scheduling errors
- ✓ Unrealistic durations
- ✓ Excessive constraints
- ✓ Missing dependencies
- ✓ Open-ended activities
- ✓ Maintaining schedule integrity
- ✓ Schedule review and validation

Practical Exercise

Participants analyze a project network, identify the Critical Path and float, and recommend actions for recovering a delayed schedule.

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Course Outline

✓ Day 03

Project Cost Estimating, Budgeting & Cost Baselines

Fundamentals of Project Cost Management

- ✓ Cost management throughout the project lifecycle
- ✓ Direct and indirect costs
- ✓ Fixed and variable costs
- ✓ Labor, materials, equipment and subcontractor costs
- ✓ Contingency and management reserves
- ✓ Understanding committed, actual and forecast costs

Cost Estimating

- ✓ Principles of reliable cost estimation
- ✓ Analogous estimating
- ✓ Parametric estimating
- ✓ Bottom-up estimating
- ✓ Three-point estimating
- ✓ Basis of Estimate (BOE)
- ✓ Assumptions and estimating uncertainty
- ✓ Improving estimate reliability

Developing the Project Budget

- ✓ From estimates to project budget
- ✓ Cost Breakdown Structure (CBS)
- ✓ Linking WBS and CBS
- ✓ Time-phased budgets
- ✓ Cost accounts and control accounts
- ✓ Establishing the Cost Baseline
- ✓ Cash flow and expenditure profiles
- ✓ S-curves

Integrating Schedule and Cost

- ✓ Linking activities to project costs
- ✓ Time-phasing project expenditure
- ✓ Integrating schedule and cost baselines
- ✓ Establishing the Performance Measurement Baseline
- ✓ Importance of baseline integrity

Practical Exercise

Participants develop a simplified cost estimate and time-phased budget and construct a basic project cost baseline.

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Course Outline

✓ Day 04

Performance Measurement, Earned Value & Forecasting

Monitoring Project Performance

- ✓ Establishing progress measurement methods
- ✓ Measuring physical progress
- ✓ Planned versus actual progress
- ✓ Updating the project schedule
- ✓ Collecting reliable progress data
- ✓ Understanding schedule and cost status dates
- ✓ Identifying emerging trends

Earned Value Management (EVM)

- ✓ Purpose of Earned Value Management
- ✓ Planned Value (PV)
- ✓ Earned Value (EV)
- ✓ Actual Cost (AC)
- ✓ Budget at Completion (BAC)

Schedule Performance

- ✓ Schedule Variance (SV)
- ✓ Schedule Performance Index (SPI)
- ✓ Interpreting schedule performance
- ✓ Understanding limitations of EVM schedule indicators

Cost Performance

- ✓ Cost Variance (CV)
- ✓ Cost Performance Index (CPI)
- ✓ Identifying cost overruns and underruns
- ✓ Interpreting performance trends

Forecasting

- ✓ Estimate at Completion (EAC)
- ✓ Estimate to Complete (ETC)
- ✓ Variance at Completion (VAC)
- ✓ To-Complete Performance Index (TCPI)
- ✓ Forecasting final project cost
- ✓ Forecasting completion performance
- ✓ Using trends to anticipate future problems

Practical Exercise | Project Health Check

Participants receive project performance data and calculate:

- ✓ PV
- ✓ EV
- ✓ AC

- ✓ SV
- ✓ CV
- ✓ SPI
- ✓ CPI
- ✓ EAC
- ✓ ETC
- ✓ VAC

They then interpret the results and prepare a brief management assessment of the project's current position.

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Course Outline

✓ Day 05

Integrated Schedule & Cost Control, Recovery and Reporting

Variance & Trend Analysis

- ✓ Identifying schedule deviations
- ✓ Identifying cost deviations
- ✓ Root cause analysis
- ✓ Distinguishing symptoms from root causes
- ✓ Trend analysis
- ✓ Identifying early warning indicators
- ✓ Prioritizing corrective action

Managing Delays

- ✓ Understanding causes of project delays
- ✓ Internal versus external delays
- ✓ Assessing schedule impact
- ✓ Delay mitigation
- ✓ Schedule recovery planning
- ✓ Re-sequencing activities
- ✓ Acceleration considerations

- ✓ Developing realistic recovery plans

Change Control

- ✓ Relationship between change and project controls
- ✓ Identifying project changes
- ✓ Evaluating schedule impact
- ✓ Evaluating cost impact
- ✓ Change requests and approvals
- ✓ Updating forecasts
- ✓ Baseline changes and re-baselining
- ✓ Maintaining traceability and control

Cost Control & Corrective Action

- ✓ Controlling project expenditure
- ✓ Managing commitments and actual costs
- ✓ Cost-saving versus cost-reduction decisions
- ✓ Corrective and preventive actions
- ✓ Managing contingency
- ✓ Avoiding uncontrolled scope and cost growth

Project Controls Reporting

- ✓ What management needs to know
- ✓ Developing effective project control reports
- ✓ Schedule status reporting
- ✓ Cost performance reporting
- ✓ Milestone reporting
- ✓ Variance reporting
- ✓ Forecast reporting

- ✓ S-curves and performance trends
- ✓ Project dashboards
- ✓ Exception-based reporting
- ✓ Communicating bad news early and professionally

Integrated Case Study

Participants work through an integrated project scenario involving:

- ✓ Schedule delays
- ✓ Cost overruns
- ✓ Resource constraints
- ✓ Scope changes
- ✓ Performance variances
- ✓ Forecast completion challenges

Participants will analyze the available data, identify the major schedule and cost issues, determine root causes, recommend corrective and recovery actions, and prepare a concise management performance report.

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Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
June 14, 2027	June 18, 2027	5 days	4250.00 \$	UAE , Abu Dhabi
Jan. 17, 2027	Jan. 21, 2027	5 days	4250.00 \$	Qatar , Doha
Sept. 6, 2027	Sept. 10, 2027	5 days	4950.00 \$	Italy , Rome
Nov. 9, 2026	Nov. 13, 2026	5 days	4250.00 \$	UAE , Dubai
Dec. 20, 2026	Dec. 24, 2026	5 days	4250.00 \$	KSA , Dammam

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