



# Work Breakdown Structure: Mastering Project Management Skills

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Kuala Lumpur



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## Work Breakdown Structure WBS Overview:

Welcome to our comprehensive project management course, 'Work Breakdown Structure WBS'. This course aims to provide strategic project management knowledge through an in-depth understanding of the work breakdown structure, a critical tool for successful project execution. As a part of our project manager training, you will learn the nuances of managing a project by mastering the creation and application of WBS, an essential aspect of project initialization. Understanding what is work breakdown structure and its effective usage in defining the project management scope of work allows for project breakthroughs, enhancing project team management efficiency. Risk management for project managers is also incorporated, helping you identify and mitigate project risks early on.

## Target Audience:

- Aspiring Project Managers
- Project Team Leaders
- Project Coordinators
- Individuals seeking training for project management

## Targeted Organizational Departments:

- Project Management Office PMO
- Operations
- Product Development
- Information Technology IT
- Research and Development R&D



## **Targeted Industries:**

- Construction
- Information Technology
- Manufacturing
- Pharmaceuticals
- Consulting

## **Course Offerings:**

- Understand the concepts of project management
- Create effective work breakdown structures
- Understand risk management for project managers
- Develop robust project initialization strategies

## Training Methodology:

The 'Work Breakdown Structure WBS' course uses a mix of project management topics, case studies, interactive sessions, and real-world scenarios for practical understanding. Our training for project management incorporates the latest trends and challenges faced by project managers, making the course content relevant and timely.

First, we lay a strong theoretical foundation by discussing concepts of project management, focusing on the importance of a comprehensive work breakdown structure. We provide detailed insights into project initialization, risk management for project managers, and the strategic project management scope of work. This theory-based approach helps participants to understand the 'why' behind each process, making the subsequent hands-on experience more meaningful.

In interactive sessions, we facilitate group discussions on case studies, representing different industries and project scenarios. This method enables participants to appreciate the versatility of the work breakdown structure, see its applications in various settings, and also learn from peers' experiences.

We further augment the learning process with real-world scenarios, allowing participants to apply learned principles in managing a project. Participants will understand the project management statement of work, create their own work breakdown structure, and be able to assess risks, manage project team, and drive towards a project breakthrough. These scenarios give participants the experience of what is a work breakdown structure in action, helping to bridge the gap between theory and practice.

Our project management training programs also include regular reflection and review sessions to reinforce learning. We believe in an active learning process, with participants playing a crucial role in their skill development. In this project manager training, each participant will not just learn but also contribute to the learning of others. The 'Work Breakdown Structure WBS' course is not just another project management course; it's a transformative experience.

## Course Toolbox:

- Comprehensive Workbook on 'Work Breakdown Structure WBS'
- Software tools to create and manage WBS
- Reading Materials on project management topics
- Online resources for additional reading on project management courses
- Checklists for project initialization, risk management
- Templates for creating a project management statement of work

## Course Agenda:

## **Day 1: Introduction to WBS & WBS Overview**

- Topic 1: Introduction to 'Work Breakdown Structure WBS': Understand the definition, purpose, and benefits of WBS as part of the project management course.
- Topic 2: WBS Overview: Dive into the concepts of project management with a focus on Project WBS, Contract WBS, and Subcontract WBS.
- Reflection & Review: Review the day's learning and discuss the importance of WBS in strategic project management and its role in project initialization.

## **Day 2: WBS Development and Documentation**

- Topic 1: Preparing a Project WBS: Learn how to select WBS elements and the building block approach for effective project management.
- Topic 2: Documenting WBS: Understand the WBS dictionary and additional considerations, which are integral to any project manager training.
- Reflection & Review: Reflect on common mistakes in WBS development and how a well-defined project management scope of work aids in risk management for project managers.

## **Day 3: WBS Evolution**

- Topic 1: WBS Evolution: Understand how WBS evolves during the Project Initiation and Definition Phase.
- Topic 2: Continuing WBS Evolution: Learn how WBS continues to evolve during the Execution Phase and Closeout Phase as a part of managing a project.
- Reflection & Review: Discuss how the application of WBS can lead to a project breakthrough, and how understanding what is a work breakdown structure can benefit your project management training program.

## **Day 4: Considerations for Other Acquisition Activities and Disciplines I**

- Topic 1: Contracting: Learn the interplay between WBS and contracting as a part of the courses for project management.
- Reflection & Review: Reflect on the day's learnings and how understanding WBS helps improve the project management skills training.



## **Day 5: Considerations for Other Acquisition Activities and Disciplines II**

- Topic 1: Earned Value Management System: Explore the relationship between WBS and the Earned Value Management System.
- Topic 2: Cost Estimating: Understand the crucial role of WBS in cost estimation.
- Reflection & Review: Conclude the project management courses by understanding the comprehensive role of WBS in project management, and reflect on how the course has equipped you with the necessary tools for training on project management.

## **How Is 'Work Breakdown Structure' Course is Different from Other Project Management Courses:**

The 'Work Breakdown Structure' course is unlike any other project management courses available. It offers a unique, targeted focus on the power of the Work Breakdown Structure WBS in managing a project, a skill that many project managers overlook.

Unlike a standard project management course, this program doesn't only deliver theory; it also provides hands-on experience in developing and implementing a WBS. You'll learn the strategic project management skills needed to break a project into manageable tasks effectively, ensuring a project breakthrough every time.

In addition to the fundamental concepts of project management, this course goes a step further, shedding light on the often overlooked areas like project initialization, project management scope of work, and risk management for project managers. Moreover, it guides you through the roles of a project manager in various project phases and the nuances of project team management.

What sets this project manager training course apart is the emphasis on practical, real-world application. The course offerings are structured to facilitate the understanding of project management topics and their application through numerous case studies and interactive sessions, which makes it one of the most comprehensive project management training programs available.

In essence, this course is not just about training for project management; it's about preparing for success in the complex world of projects by mastering the art and science of Work Breakdown Structure.



## Training Course Categories



**Finance and  
Accounting Training  
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**Agile PM and Project  
Management Training  
Courses**



**Certified Courses By  
International Bodies**



**Communication and  
Public Relations  
Training Courses**



**Data Analytics Training  
and Data Science  
Courses**



**Environment &  
Sustainability Training  
Courses**



**Governance, Risk and  
Compliance Training  
Courses**



**Human Resources  
Training and  
Development Courses**



**IT Security Training & IT  
Training Courses**



**Leadership and  
Management Training  
Courses**



**Legal Training,  
Procurement and  
Contracting Courses**



**Maintenance Training  
and Engineering  
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# Training Course Categories



**Marketing, Customer Relations, and Sales Courses**



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**Oil & Gas Training and Other Technical Courses**



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**Vienna - Austria**



**Zanzibar - Tanzania**



**Zoom - Online  
Training**



# WHO WE ARE

Agile Leaders is a renowned training center with a team of experienced experts in vocational training and development. With 20 years of industry experience, we are committed to helping executives and managers replace traditional practices with more effective and agile approaches.

## OUR VISION

We aspire to be the top choice training provider for organizations seeking to embrace agile business practices. As we progress towards our vision, our focus becomes increasingly customer-centric and agile.

## OUR MISSION

We are dedicated to developing value-adding, customer-centric agile training courses that deliver a clear return on investment. Guided by our core agile values, we ensure our training is actionable and impactful.

## WHAT DO WE OFFER

At Agile Leaders, we offer agile, bite-sized training courses that provide a real-life return on investment. Our courses focus on enhancing knowledge, improving skills, and changing attitudes. We achieve this through engaging and interactive training techniques, including Q&As, live discussions, games, and puzzles.



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