

# Project Management for Organizational Excellence

## Course Overview

Project Management (PM) is a necessary skill for individuals in all domains. The PM skills are critical in deploying strategic initiatives, managing capital projects, managing change, and executing continuous improvement initiatives throughout an organization. Unfortunately, **only 25-30% of projects succeed globally.**

In this course we will discuss Project Management Concepts, Key Project Metrics, Project Failures and its Impact, Project Budget, Project Communication, Project Risks, and ways to Improve Project Success for Achieving Organizational Excellence.

After completing this course, the attendees will:

- 1) be able to understand importance of Project Management,
- 2) know key Project Management principles and practices, and
- 3) be able to manage projects with better outcomes for any organization.

The course participants will gain and apply skills in developing and leading projects that create value in any area, but with specific focus on improving quality and service. They will be able to apply critical thinking to their projects and determine which tools to use from a broad array of proven methodologies. They will review current applied research in effective project management. A review of Total Quality Management (TQM), US Baldrige Performance Excellence Criteria, and ISO Quality Management Systems will be shared to assure that projects can deliver results that create the highest value by supporting the overall objectives of an organization.

The course participants will learn these topics through lectures, select article discussions in teams, and team project. Also case studies and assignments will be shared to stimulate participants' interest in project management.

<b>Modules</b>	<b>Monday, 22 August, 2016 - Friday, 26 August, 2016 10:00 am - 1:00 pm IST</b> <b>Monday, 29 August, 2016 - Friday, 02 September, 2016 10:00 am - 1:00 pm IST</b> <b>Number of participants for the course will be limited to 50 (Fifty).</b>
<b>Who Can Attend ....</b>	<ol style="list-style-type: none"> <li>1) Executives, Engineers, and Researchers from Manufacturing, Service, Government, and Educational Institutions including Functionaries of Universities would benefit from this practical Course providing experiential learning.</li> <li>2) Faculty from academic and technical institutions of India.</li> <li>3) Students at all levels (B.Tech./ M.Tech./ Ph.D.).</li> </ol>
<b>Fees</b>	<p>The participation fees for taking the course is as follows:</p> <ol style="list-style-type: none"> <li><b>1) Participants from abroad : US \$500</b></li> <li><b>2) Industry/ Research Organizations: INR 20,000</b></li> <li><b>3) Academic Institutions Faculty/Staff: INR 7,500</b></li> <li><b>4) Students (B. Tech., M. Tech, Ph.D.): INR 1,500</b></li> </ol> <p>The fees include all instructional materials, computer use for tutorials, and 24 hour free Internet facility. The participants will be provided with accommodation (IIT (BHU) Guest House (GTAC)) and food on a payment basis.</p>

## Course Objectives :

The main purpose of this course will be to provide a comprehensive understanding of and experiential learning in the role of project management in any organization, including:

- Developing projects that are aligned with the strategy and objectives of the organization.
- Resourcing and planning projects: Developing project teams that have the right make-up to deliver great results, and determining and gaining financial resources.
- Identifying, enrolling, and communicating with project stakeholders.
- Defining meaningful project metrics and applying them during and after the project to assure that project objectives are met.
- Understanding human factors in project management: assuring that work gets done in an environment that brings out the best ideas.
- Using MS Project software and information technology to enable effective project management.
- Applying clear risk management and decision processes that support project development and execution.

## Course Details:

The course will consist of some nine lectures and a team project presentations around 3 hours each that are covered over a period of ten working days. During the course of the lectures, the instructors will refer to various sectors of industry to provide context for the concepts presented in the class. Team reading and project assignments will be given to the attendees. ***Sample templates for Project Charter, Status Reporting, Team Meeting Summary, and Team Meeting Evaluation will be shared.***

### Lecture 1: (Manu Vora)

Introductions and Expectations, Course Overview, Project Management – Setting the context, Discussion of Select Article Reviews, Discussion of Final Team Project

### Lecture 2: (Manu Vora)

Review Project Management Essentials, [Article 1 Discussion \(submit at Lecture 2\)](#)

### Lecture 3: (Anil Kumar Agrawal, Manu Vora)

Project Leadership, [Article 2 Discussion \(submit at Lecture 3\)](#)

### Lecture 4: (Manu Vora)

Human Aspects of Project Management, Effective Project Teams and Teamwork, Effective Meeting Management, Team Member Motivation, [Article 3 Discussion \(submit at Lecture 4\)](#)

### Lecture 5: (Anil Kumar Agrawal, Manu Vora)

Project Communication, Survey of Project Management Tools, Critical Path Method, Microsoft Project, [Article 4 Discussion \(submit at Lecture 5\)](#), [Team Project Status 1](#)

### Lecture 6: (Manu Vora)

Risk Management, [Article 5 Discussion \(submit at Lecture 6\)](#), [Team Project Status 2](#)

### Lecture 7: (Manu Vora)

Financial Aspect of Project Management, Continuous Improvement, Project Metrics, [Article 6 Discussion \(submit at Lecture 7\)](#), [Team Project Status 3](#)

### Lecture 8: (Manu Vora)

Learning from Post-Project Reviews, Managing Crisis Projects, [Article 7 Discussion \(submit at Lecture 8\)](#), [Team Project Status 4](#)

### Lecture 9: (Anil Kumar Agrawal, Manu Vora)

Organizational Excellence - Overview of US Baldrige Performance Excellence Framework, Best-in-class examples from various sectors. Team Project Report Submission

### Lecture 10: (Anil Kumar Agrawal, Manu Vora)

Team Project Presentations, Course Feedback



**Dr. Manu K. Vora** is Chairman and President of the Business Excellence, Inc., USA. Since 2008, he is an Adjunct Professor at the School of Professional Studies at Northwestern University, Evanston, IL, USA and taught Project Management course eight times there and offered it globally. He received his B. Tech. (Honors) from the IIT (BHU), Varanasi, India in chemical engineering (1968). He has M.S. and Ph.D. from the Illinois Institute of Technology, Chicago (USA), and MBA with marketing management from the Keller Graduate School of Management, DeVry University, Chicago, IL, USA.

For 23 years, Dr. Vora has taught Operations Management courses globally and is connected with over 80 educational institutes world-wide. With over 41 years of leadership experience, he has assisted Fortune 500 companies with Baldrige Performance Excellence framework implementation. He is past vice president from the American Society for Quality (ASQ), ASQ Fellow, and ASQ Certified Quality Engineer. He is a sought after speaker with over 570 presentations (with two TEDx talks) on business excellence and quality management. He has over 60 publications in journals and proceedings.

For over 46 years he is actively engaged in community service. In 1989, he established the Blind Foundation for India, USA to help over 15 million blind people in India raising over \$4 million. ASQ has bestowed on him five medals. He is the recipient of "2015 BHU Distinguished Alumnus Award", "2012 IIT Chicago Alumni Medal", "2011 Ellis Island Medal of Honor", and "2010 US President's Volunteer Service Award".



**Prof. Anil Kumar Agrawal** is current Head, Mechanical Engineering Department and also Professor Incharge for Training & Placement Cell at IIT (BHU), Varanasi. He has over 35 years of teaching experience. He received his B. Tech. in Mechanical Engineering from MNNIT, Allahabad, and M. Tech. & Ph.D. in Industrial and Management Engineering from IIT Kanpur. His areas of expertise and interest include Quality Control, Six Sigma, Operations Management, Supply Chain Management. Optimization, and Industrial Engineering.

## Distinguished Faculty

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## Course Coordinator

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## Further Details:

### About the Campus



The course will be organized at IIT (BHU) at Varanasi, UP, India. The course will be held over two weeks. The course will be conducted at the Mechanical Engineering Department <http://www.iitbhu.ac.in/mec/> of the institute. The course participants will be accommodated at the visitor's hostel during this period. Note that the weather is sunny during this time of the year with temperatures hovering around 30-34 degree Celsius. The Banaras Hindu University (BHU), is one of the oldest centers of learning in modern India established in 1916 has a beautiful campus with all modern amenities and transportation facilities <http://www.bhu.ac.in>.

### About the City



The holy city of Varanasi is known as the city of temples and learning. It is a place of great historical and cultural importance. This religious capital of India is situated on the bank of the holy river Ganges and is famous for temples of Lord Shiva, Buddha (at Sarnath), Sankat Mochan, etc. Varanasi is the premiere most place of oriental learning also. Simultaneously it is keeping pace with modern advanced knowledge. The city is reputed for silk fabrics, perfumes, artistic brass and copper wares, and a variety of handicrafts. This vibrant city with multiple dimensions of knowledge and liberation has a magnetic attraction for people from all over the world.

### Route to Varanasi

The city of Varanasi is well connected by road, rail, and air with all the important places of India. Regular flights are there from Varanasi to Delhi, Mumbai, Chennai, Bangalore, Hyderabad, Kolkata, and Lucknow. The Banaras Hindu University campus is only 10 Km from Varanasi Cantonment station, 20 Km from Mughalsarai railway station, and 35 Km from the Lal Bahadur Shastri (Babatpur) airport.