

Managing Metrics & KPIs in Projects

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Introduction

The overall aim of this course is to provide participants with the skills needed to design and apply project metrics and Key Performance Indicators KPIs. Moreover, the course assists participants in identifying the driving forces for better value-based project metrics and allows them to design project dashboards. The course enables participants to master the features of Microsoft Project in reporting project performance and taking corrective and preventive actions.

Course Objectives of Managing Metrics and KPIs in Projects

- Identify the driving forces that will lead to better project metrics
- Define and select the right project metrics
- Develop and apply project KPIs
- Create project KPIs and reports using MS project
- Design a project dashboard and traffic light reports
- Construct value-based project metrics

Managing Metrics and KPIs in Projects Course Outlines

Day 1

The driving forces for better project metrics

- Executive view of project management
- Types of project management methodologies
- Framework versus methodology
- 'Engagement' project management
- A new look at defining project success
- Stakeholder relations management cycle
- Project health checks

Day 2

Project metrics

- Project management metrics: early years versus current view
- Understanding project metrics
- Metrics requirements
- Characteristics of project metrics
- Project metrics categories and types
- Selecting the right project metrics
- Metrics and the Project Management Office PMO

Day 3

A graphic of a chessboard with several chess pieces. A large gold king piece is in the foreground, with a silver pawn and a silver knight behind it. In the background, there are concentric circles and the text 'UK Training PARTNER'.

Project key performance indicators

- The need and use for project KPIs
- Characteristics of KPIs
- Categories of KPIs
- Selecting KPIs
- Measuring KPIs
- KPIs' interdependencies
- Targets and failures
- Top 25 project management KPIs

Day 4

Managing project metrics and KPIs using MS project

- Developing earned value metrics and KPIs
- Reports versus views
- Formatting tables in a report
- Formatting charts in a report
- Creating a custom report

Project dashboards

- Traffic light dashboards reporting
- Dashboards and scorecards
- Benefits of dashboards
- Rules for dashboards
- Dashboard design tips

Day 5

Value-based project management metrics

- Combining success and value
- Recognizing the need for project value metrics
- The need for effective measurement techniques
- The relationship between project management and value
- Creating project value metrics
- Value metric measurement

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