

## The Contracts & Project Management MBA

*Amman (Jordan)*

*2 - 13 February 2025*

UK Training

# PARTNER



## The Contracts & Project Management MBA

Code: PM28 From: 2 - 13 February 2025 City: Amman (Jordan) Fees: 5600 Pound

### Introduction

World-class organizations understand well the benefits of lower total cost and higher productivity resulting from mastering best practices in the important phases of project and contract management. With a focus on the best practices for processes, methods, and techniques, this Contracts & Project Management MBA training Course will make a great contribution to the skill sets of those involved in contracts and projects.

### Course Objectives

- Dealing with volatile Materials Pricing.
- Discussing the importance of planning and how to manage the Planning Process.
- Learning about Contract Types and how they Transfer Risk.
- Defining and how to take Massive Action.
- Exploring the various Pricing Models used in preparing Proposals.
- Methods of how to keep the Team focused on the Delivery Goal.
- Developing Negotiation Skillsets to gain the Organisation's Objectives.
- How to Set Up and Operate the Disciplines required to Monitor and Control Projects?
- Understanding Important Aspects of Contractor Price and Cost Analysis.

### Course Outlines

#### Day 1: The fundamentals of project management

- Key Definitions in Project Management.
- The Project Life-Cycle.
- Project Complexity Factors.
- Project Strategizing and Managing Triple Constraint.
- Project Context & Environment.
- Key Financial Concepts.

#### Day 2: Project planning and organizing

- The 20 Project Management Sequence Steps.
- Defining Project Scope and Developing Work & Cost Breakdown Structures.
- Project Management Roles & Responsibilities.
- Project Planning Inputs, Tools & Techniques.
- Project Estimating Techniques.
- Project Scheduling Methods.

#### Day 3: Implementing, executing, and controlling projects

A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a knight) on it. The board is white and black, and the pieces are gold and silver. The text 'UK Training PARTNER' is overlaid on the board.

UK Training  
**PARTNER**

- Project Implementation & Resource Management.
- Developing Project Control Systems.
- Keeping Projects On-Track & Controlling Change.
- Project Performance Measurement & Key Performance Indicators.
- Earned Value Management.
- Project Progress Measurement from Initiation to Handover.

#### Day 4: Project risk management

- Risk Management Planning.
- Risk Identification.
- Qualitative Risk Analysis.
- Quantitative Risk Analysis.
- Risk Response Planning & Implementing.
- Controlling Project Risks.

#### Day 5: Project leadership and stakeholder management

- Understanding Leadership & Management.
- Working in Project Teams.
- The Team Development Cycle.
- Keys to Effective Influence & Persuasion.
- Improving Communication, Delegation & Motivating Skills.
- Managing Stakeholders & Stakeholder Expectations.

#### Day 6: Good contracting and procurement practice

- Elements of a Good Contracting and Procurement Process.
- Cost and Pricing.
- Cost Analysis.
- Allocating Overheads.
- What is a Fair Profit?
- Pricing Models.

#### Day 7: Contract types and payments

- Managing Contract Risk.
- Contract Risk Sharing Continuum.
- Implications of Contract Types.
- Fixed Price and Cost-Reimbursement Contracts.
- Innovative Contract Types.
- Economic Price Adjustment Clauses.
- Invoices and Payments.

#### Day 8: Source selection and contract development

- Processes for Source Qualification.
- Developing Pre-qualification and Tendering Criteria.
- Rules for Drafting the Contract.

UK Training

**PARTNER**



- Terms & Conditions.
- Forming the Contract.
- Use of Performance-based Contracting.

### Day 9: Contract negotiations

- Role of Negotiation.
- Negotiation – What Is It?
- Characteristics of a Good Negotiator.
- Essential Rules of Negotiation, Part 1 - A Quote is Never a Concrete Number.
- Essential Rules of Negotiation, Part 2 - The Best Prepared Wins.
- Essential Rules of Negotiation, Part 3 - Have Many Issues and a BATNA.
- Negotiation Tactics.

### Day 10: Contract administration and closeout

- Post Award Functions - Overview and Responsibilities.
- Contract Administration Duties.
- Scope of Work Variations.
- Force Majeure.
- Termination.
- Contract Close-Out.

UK Training  
**PARTNER**





## Blackbird Training Cities

### Europe



Malaga (Spain)



Sarajevo (Bosnia and Herzegovina)



Oporto (Portugal)



Glasgow (Scotland)



Edinburgh (UK)



Oslo (Norway)



Annecy (France)



Bordeaux (France)



Copenhagen (Denmark)



Birmingham (UK)



Lyon (France)



Moscow (Russia)



Stockholm (Sweden)  
(Netherlands)



Podgorica (Montenegro)



Batumi (Georgia)



London (UK)



Istanbul (Turkey)



Amsterdam



Düsseldorf (Germany)



Paris (France)



Barcelona (Spain)



Munich (Germany)



Geneva (Switzerland)



Prague (Czech)



Vienna (Austria)



Rome (Italy)



Brussels (Belgium)



Madrid (Spain)



Berlin (Germany)



Lisbon (Portugal)



Zurich (Switzerland)



Manchester (UK)



Milan (Italy)



## Blackbird Training Cities

### USA & Canada



Los Angeles (USA)



Orlando, Florida (USA)



Online



Phoenix, Arizona (USA)



Houston, Texas (USA)



Boston, MA (USA)



Washington (USA)



Miami, Florida (USA)



New York City (USA)



Seattle, Washington (USA)



Washington DC (USA)



In House



Jersey, New Jersey (USA)



Toronto (Canada)

### Africa



Baku (Azerbaijan)  
(Thailand)



Maldives (Maldives)



Doha (Qatar)



Manila (Philippines)



Bali (Indonesia)



Bangkok



Beijing (China)



Singapore (Singapore)



Sydney (Australia)



Tokyo (Japan)



Jeddah (KSA)



Riyadh (KSA)



Dubai (UAE)



Kuala Lumpur (Malaysia)



Kuwait City (Kuwait)



Pulau Ujong (Singapore)



Jakarta (Indonesia)



Amman (Jordan)



Beirut (Lebanon)

UK Training  
**PARTNER**



## Blackbird Training Cities

### Asia



Kigali (Rwanda)



Cape Town (South Africa)



Accra (Ghana)



Lagos (Nigeria)



Marrakesh (Morocco)



Nairobi (Kenya)



Zanzibar (Tanzania)



Tangier (Morocco)



Cairo (Egypt)



Sharm El-Sheikh (Egypt)



Casablanca (Morocco)



Tunis (Tunisia)



## Blackbird Training Clients



UK Training  
**PARTNER**



## Blackbird Training Categories

### Management & Admin

Professional Skills  
Finance, Accounting, Budgeting  
Media & Public Relations  
Project Management  
Human Resources  
Audit & Quality Assurance  
Marketing, Sales, Customer Service  
Secretary & Admin  
Supply Chain & Logistics  
Management & Leadership  
Agile and Elevation

### Technical Courses

Hospital Management  
Public Sector  
Special Workshops  
Oil & Gas Engineering  
Telecom Engineering  
IT & IT Engineering  
Health & Safety  
Law and Contract Management  
Customs & Safety  
Aviation  
C-Suite Training



 International House 185 Tower Bridge  
Road London SE1 2UF United Kingdom

 +44 7401 1773 35  
+44 7480 775526

 [Sales@blackbird-training.com](mailto:Sales@blackbird-training.com)

 [www.blackbird-training.com](http://www.blackbird-training.com)

UK Training  
**PARTNER**

