

## The Contracts & Project Management MBA

*Baku (Azerbaijan)*

*2 - 13 December 2024*

UK Training

**PARTNER**



## The Contracts & Project Management MBA

Code: PM28 From: 2 - 13 December 2024 City: Baku (Azerbaijan) Fees: 6600 Pound

### Introduction

World-class organisations 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.

### Training Objectives of The Contracts & Project Management MBA

- 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 Disciplines required to Monitor and Control Projects?
- Understanding Important Aspects of Contractor Price and Cost Analysis

### The Contracts & Project Management MBA Training 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

UK Training

**PARTNER**



## Project planning and organising

- 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

- 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

UK Training

**PARTNER**



- 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
- 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

izmir



Podgorica (Montenegro)



Stockholm (Sweden)



Lyon (France)



Copenhagen (Denmark)



Bordeaux (France)



Annecy (France)



Oslo (Norway)



Edinburgh (UK)



Glasgow (Scotland)



Malaga (Spain)



London (UK)



Istanbul (Turkey)



Amsterdam (Netherlands)



Düsseldorf (Germany)



Paris (France)



Barcelona (Spain)



Munich (Germany)



Geneva (Switzerland)



Prague (Czech)



Vienna (Austria)



Rome (Italy)



Brussels (Belgium)



Madrid (Spain)



Berlin (Germany)



Lisbon (Portugal)



Manchester (UK)



Milan (Italy)

### USA & Canada



Los Angeles (USA)



Florida (USA)



Online



Boston (USA)



Washington (USA)



Miami (USA)



New York (USA)



Toronto (Canada)



## Blackbird Training Cities

### Asia



Baku (Azerbaijan)



Maldives (Maldives)



Manila (Philippines)



Bali (Indonesia )



Bangkok (Thailand)



Beijing (China)



Moscow (Russia )  
(Malaysia)



Singapore (Singapore )



Sydney (Australia)



Tokyo (Japan)



Dubai (UAE)



Kuala Lumpur



Jakarta (Indonesia)

### Africa



Kigali (Rwanda)



Cape Town (South Africa)



Accra (Ghana)



Lagos (Nigeria)



Marrakesh (Marocco)



Nairobi (Kenya)



Cairo (Egypt)



Sharm El-Sheikh (Egypt)



Casablanca (Morocco)



Tunis (Tunisia)

UK Training  
**PARTNER**

## 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 Refinement

### 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



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



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

UK Training

**PARTNER**

