Project Management Scheduling Training

30 November – 4 December 2026
Amsterdam (Netherlands)



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Introduction

Effective project scheduling is one of the most critical elements in ensuring project success. A well-structured schedule enhances visibility, ensures resource optimization, minimizes risks, and supports better decision-making. Without robust scheduling practices, organizations often face delays, cost overruns, and reduced efficiency.

This project management scheduling training course is designed to provide participants with the tools, techniques, and methodologies needed to build, manage, and control project schedules effectively. It focuses on integrating industry best practices with practical exercises to ensure participants can apply scheduling skills directly in their professional environment.

Course Objectives

By the end of this project management scheduling training, participants will be able to:

- Understand the principles and importance of project scheduling.
- Develop effective project schedules using industry-recognized methodologies.
- Apply advanced scheduling techniques to control scope, time, and cost.
- Use project scheduling tools and software to enhance efficiency.
- Manage dependencies, constraints, and resource allocation effectively.
- Identify potential delays and apply mitigation strategies.
- Integrate scheduling practices with risk management and reporting.
- Evaluate and continuously improve scheduling performance.

Course Outlines

Day 1: Fundamentals of Project Scheduling

- Introduction to project scheduling concepts.
- Importance of scheduling in the project lifecycle.
- Common scheduling methodologies.
- Work breakdown structure WBS and scheduling integration.
- Critical path method basics.
- Workshop: Creating a simple project schedule.



Day 2: Tools and Techniques for Scheduling

- Introduction to scheduling tools and software.
- Developing Gantt charts for visual planning.
- Defining milestones and deliverables.
- Sequencing activities and identifying dependencies.
- Practical exercise: building a detailed project plan.
- Hands-on practice with scheduling software.

Day 3: Resource and Cost Scheduling

- Resource allocation strategies.
- Linking scheduling to budgeting and financial planning.
- Managing resource conflicts and leveling.
- Cost estimation and forecasting through scheduling.
- Case study: resource optimization in real projects.
- Workshop: developing a resource-loaded schedule.

Day 4: Risk Management and Control in Scheduling

- Identifying risks in project schedules.
- Schedule risk analysis techniques.
- Integrating risk management into scheduling.
- Monitoring and controlling project timelines.
- Scenario planning and “what-if” analysis.
- Group exercise: schedule risk simulation.

Day 5: Advanced Scheduling and Performance Tracking

- Advanced project scheduling techniques.
- Earned Value Management EVM for schedule tracking.
- Monitoring project progress using dashboards.
- Continuous improvement of scheduling practices.
- Capstone project: building and presenting a complete schedule.
- Final review and feedback session.



Why Attend this Course? Wins & Losses!

- Gain comprehensive knowledge of project scheduling fundamentals.
- Master advanced tools and methodologies for effective scheduling.
- Learn to integrate scheduling with financial and risk management.
- Improve efficiency and reduce delays in project execution.
- Build practical skills through workshops and case studies.
- Enhance career prospects in project management.
- Strengthen organizational performance through better planning.
- Develop confidence in applying scheduling best practices.

Conclusion

Project management scheduling is more than assigning tasks and deadlines—it is the foundation for project success. A structured and efficient schedule ensures that resources are utilized optimally, risks are minimized, and project goals are achieved within time and budget constraints.

This project management scheduling training equips participants with the theoretical knowledge and practical skills required to design, monitor, and optimize schedules across diverse industries. By the end of the program, attendees will be ready to create schedules that drive efficiency, transparency, and long-term organizational value.

