

**COURSE OVERVIEW PM0390(KJ1)**

**Certified Project Analyst**

**Tools & Techniques for Managing Project Risk & Uncertainty**

**Course Title**

Certified Project Analyst: *Tools & Techniques for Managing Project Risk & Uncertainty*

**Course Date/Venue**

November 04-08, 2024/Congress 4 Meeting Room, Voco Dubai, an IHG Hotel, Sheikh Zayed Road Trade Centre, Dubai, UAE

**Course Reference**

PM0390(KJ1)

**Course Duration/Credits**

Five days/3.0 CEUs/30 PDHs

**Course Description**



***This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using our state-of-the-art simulators.***



This course is designed to provide participants with a detailed and up-to-date overview of Certified Project Analyst: Tools and Techniques for Managing Project Risk and Uncertainty. It covers the decision analysis and project profitability; the decision opportunities and alternatives, decision model and valuation model; the expected value for each alternative and best alternative decision; measuring project profitability, time value of money, rate of return and the cost of capital; and the time value of money concept, net present value and internal rate of return (IRR).



During this interactive course, participants will learn the incremental analysis and re-investment assumption in IRR; the cost of capital computations and expected return measurement of risk; the advantages and limitations of benefit-cost ratio; the cash-flow modeling and project decision analysis; the cash counts, financial modeling, project evaluation and decision analysis; the basic probability concepts, Venn diagrams, Boolean algebra and key probability theorems; the complement rule, addition rule, multiplication rule, independence, Bayes' rule and thinking logically; the decision analysis, sensitivity analysis, variable interactions, dynamic simulation models; and the three simple rules for solving a tree.

## Course Objectives

Upon the successful completion of this course, each participant will be able to:-

- Get certified as a “*Certified Project Analyst*”
- Discuss decision analysis and project profitability including ten steps toward better decisions
- Identify decision opportunities and alternatives as well as develop the decision model and valuation model
- Calculate expected value for each alternative, rethink the problem, implement the best alternative and apply post-analyze the decision
- Measure project profitability and explain time value of money, rate of return and the cost of capital
- Apply time value of money concept, net present value and internal rate of return (IRR)
- Carryout incremental analysis, use IRR to analyze options and re-investment assumption in IRR
- Recognize cost of capital computations and expected return measurement of risk
- Discuss the advantages and limitations of benefit-cost ratio as well as illustrate cash-flow modeling and project decision analysis
- Apply cash counts, financial modeling, project evaluation and decision analysis
- Calculate expected value and apply financial project risk through addressing uncertainty and assessing sensitivity
- Discuss the basic probability concepts, Venn diagrams, Boolean algebra and key probability theorems
- Explain complement rule, addition rule, multiplication rule, independence, Bayes’ rule and thinking logically
- Apply decision analysis, sensitivity analysis, variable interactions, dynamic simulation models and the three simple rules for solving a tree

## Exclusive Smart Training Kit - H-STK®



Participants of this course will receive the exclusive “Howard Smart Training Kit” (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes **electronic version** of the course materials, sample video clips of the instructor’s actual lectures & practical sessions during the course conveniently saved in a **Tablet PC**.

## Who Should Attend

This course provides an overview of all significant aspects and considerations of project analysis for program and project professionals, project leaders, project engineers, cost engineers, and other senior project control and business services professionals who are responsible for or involved in evaluating projects and managing cash flow on projects.



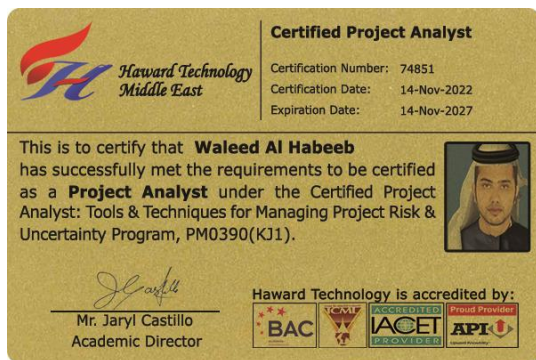
**Course Certificate(s)**

- (1) Internationally recognized Competency Certificates and Plastic Wallet Cards will be issued to participants who completed a minimum of 80% of the total tuition hours and successfully passed the exam at the end of the course. Certificates are valid for 5 years.

**Recertification is FOC for a Lifetime.**

**Sample of Certificates**

The following are samples of the certificates that will be awarded to course participants:-



(2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned during the course

\* Haward Technology \* CEUs \* Haward Technology \* CEUs \* Haward Technology \* CEUs \* Haward Technology \*



**Haward Technology Middle East**  
Continuing Professional Development (HTME-CPD)

**CEUs**

**CEU Official Transcript of Records**

**TOR Issuance Date:** 14-Nov-22  
**HTME No.** 74851  
**Participant Name:** Waleed Al Habeeb

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
PM0390(KJ1)	Certified Project Analyst: Tools & Techniques for Managing Project Risk & Uncertainty	November 10-14, 2022	30	3.0

**Total No. of CEU's Earned as of TOR Issuance Date** **3.0**

**TRUE COPY**  
  
**Jaryl Castillo**  
 Academic Director

Haward Technology has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this approval, Haward Technology has demonstrated that it complies with the ANSI/IACET 1-2013 Standard which is widely recognized as the standard of good practice internationally. As a result of their Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for programs that qualify under the ANSI/IACET 1-2013 Standard.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking Continuing Education Units (CEUs) in accordance with the rules & regulations of the International Association for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology is accredited by




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\* Haward Technology \* CEUs \* Haward Technology \* CEUs \* Haward Technology \* CEUs \* Haward Technology \*

### Certificate Accreditations


Certificates are accredited by the following international accreditation organizations:-

- 
The International Accreditors for Continuing Education and Training (IACET - USA)

Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units (CEUs)** in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

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British Accreditation Council (BAC)

Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

### Course Fee

**US\$ 5,500** per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

### Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.



**Course Instructor(s)**

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:



**Mr. Pan Kidis, MBA, BSc**, is a **Senior Project & Management Consultant** with over **30 years** of extensive experience in **Project Scheduling & Cost Control, Project Planning, Scheduling & Cost Control Professional, Production Planning & Scheduling, Administration Skills, Project Management Essentials, Project Management Compliance, Strategic Planning, Mastering Contract Preparation, Contract and Risk Management, Value Engineering, Negotiation & Administration Techniques, Office Management Skills, Survey Skills, Interviewing Skills, Interpersonal Skills, Communication Skills, Negotiation Skills, Presentation Skills, Manager Skills, Supervisory & Management Skills, Counselling Skills, Leadership Skills, Office Management, Code of Conduct, Train the Trainer, Logistics & Transportation Planning Methods, Forecasting Logistics Demands, Visual Network Model, Logistics Operations, Strategic Transport Planning, Transport System, Fleet Planning, Routing & Scheduling, Transport Cost Concepts & Elements, Costing Vehicles & Trips, Tariff Fixing, Supply Chain & Operations Management, Logistics & Production Planning, Cost Reduction Techniques, Inventory Management, Business Analysis, Risk Management, Production Management, Warehouse Management, Production Planning, Material Requirement Planning, Budgeting, Production & Shop Floor Scheduling, Cost Analysis, Database Design & Implementation, Business Administration, Production Data Acquisition & Analysis, Industrial Logistics, Process Improvement, Team Leadership & Training, Textile Manufacturing, Staff Reduction, Warehouse and Shipping**. Further, he is also well-versed in **Cash Flow Management, Decision Making Techniques, Production & Product Inventory Control, Inventory Analysis Tools, Stock Management Techniques, Material Handling, Process Improvement & Equipment Selection, Costing & Budgeting, Wastewater Treatment Plant Monitoring & Control, Volume Tank Measurements, Data Acquisition and Energy Conservation**. He is currently the **Business Analyst** of Diasfalis Ltd. wherein he is responsible in the design of the proposed business model and develop and evaluate new applications.

Mr. Kidis had occupied several significant positions as the **Supply Chain Manager, Production Planning & Logistics Manager, Purchasing Office Manager, Project Manager, Assistant Dyeing Manager, Production Supervisor, Production Coordinator** and Design & Analysis Intern for various international companies such as the Hellenic Fabrics, **AKZO Chemicals Ltd.** and **EKO Refinery** and Greek Navy Force.

Mr. Kidis has a **Master's** degree in **Business Administration** from the **University of Kent, UK** and a **Bachelor** degree in **Chemical Engineering** from the **Aristotle University of Thessaloniki, Greece**. Further, he is a **Certified Instructor/Trainer**, a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management (ILM)** and has delivered numerous trainings, courses, workshops, seminars and conferences internationally.

### Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures
- 20% Practical Workshops & Work Presentations
- 30% Hands-on Practical Exercises & Case Studies
- 20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

### Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

#### **Day 1** **Monday, 04<sup>th</sup> of November 2024**

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	<b>PRE-TEST</b>
0830 – 0930	<b>Decision Analysis &amp; Project Profitability</b> Decision Problems • PM Decision Analysis • Ten Steps Toward Better Decisions
0930 – 0945	Break
0945 – 1100	<b>Decision Analysis &amp; Project Profitability (cont'd)</b> Proactively Identify Decision Opportunities • Define the Problem • Identify Alternatives • Develop the Decision Model
1100 – 1230	<b>Decision Analysis &amp; Project Profitability (cont'd)</b> Quantify Judgments about Uncertainty • Develop the Valuation Model • Calculate Expected Value for Each Alternative • Rethink the Problem
1230 – 1245	Break
1245 - 1420	<b>Decision Analysis &amp; Project Profitability (cont'd)</b> Implement the Best Alternative • Post-Analyze the Decision • Measures of Project Profitability • Time Value of Money
1420 - 1430	<b>Recap</b>
1430	Lunch & End of Day One

#### **Day 2** **Tuesday, 05<sup>th</sup> of November 2024**

0730 – 0900	<b>Internal Rate of Return (IRR)</b> Rate of Return & the Cost of Capital • Applying the Time Value of Money Concept • Net Present Value
0900 – 0915	Break
0915 – 1100	<b>Internal Rate of Return (IRR) (cont'd)</b> Applying NPV • Internal Rate of Return • Rate of Return Computations (IRR) • Rate of Return in the Single Period Case
1100 – 1230	<b>Internal Rate of Return (IRR) (cont'd)</b> Determining the Internal Rate of Return (IRR) • IRR for a Single Project • Incremental Analysis • Non-Standard Cash Flows & Multiple IRRS

1230 – 1245	Break
1245 – 1420	<b>Internal Rate of Return (IRR) (cont'd)</b> Using IRR to Analyze Options with Different Lives • Re-Investment Assumption in IRR • Cost of Capital Computations • Risk, Cost of Capital & Expected Return Measurement of Risk
1420 - 1430	<b>Recap</b>
1430	Lunch & End of Day Two

**Day 3 Wednesday, 06<sup>th</sup> of November 2024**

0730 – 0900	<b>Benefit-Cost Ratio (BCR)</b> Example of the Benefit-Cost Ratio • Interpreting the Benefit-Cost Ratio
0900 – 0915	Break
0915 – 1100	<b>Benefit-Cost Ratio (BCR) (cont'd)</b> Advantages of the Benefit-Cost Ratio • Key advantages of the Benefit-Cost Ratio
1100 – 1230	<b>Benefit-Cost Ratio (BCR) (cont'd)</b> Limitations of the Benefit-Cost Ratio
1230 – 1245	Break
1245 – 1420	<b>Benefit-Cost Ratio (BCR) (cont'd)</b> Key Limitations of The Benefit-Cost Ratio
1420 - 1430	<b>Recap</b>
1430	Lunch & End of Day Three

**Day 4 Thursday, 07<sup>th</sup> of November 2024**

0730 – 0900	<b>Cash-Flow Modeling &amp; Project Decision Analysis</b> Deterministic Cashflow Models • Cash Counts • Problem & Model Scope • Financial Modeling & Project Evaluation • Typical Components of a Financial Model • Typical Inputs • The Nine Standard Worksheets
0900 – 0915	Break
0915 – 1100	<b>Cash-Flow Modeling &amp; Project Decision Analysis (cont'd)</b> Arrangement of Standard/Other Worksheets • Decision Analysis: Expected Value Concept • Expected Value • Converts to a Single Value • Calculating Expected Value
1100 – 1230	<b>Financial Project Risk</b> Addressing Uncertainty • Assessing Sensitivity • Basic Probability Concepts • Venn Diagrams & Boolean Algebra • Key Probability Theorems
1230 – 1245	Break
1245 – 1420	<b>Financial Project Risk (cont'd)</b> Complement Rule • Addition Rule • Multiplication Rule • Independence • Bayes' Rule • Thinking Logically
1420 - 1430	<b>Recap</b>
1430	Lunch & End of Day Four

**Day 5 Friday, 08<sup>th</sup> of November 2024**

0730 – 0900	<b>Decision Analysis: Decision Trees, Sensitivity Analysis &amp; Simulation</b> <b>Decision Trees</b> Sensitivity Analysis • The Real Purposes of Sensitivity Analysis • Sensitivity to Individual Inputs • Variable Interactions
0900 – 0915	Break
0915 – 1030	<b>Decision Analysis: Decision Trees, Sensitivity Analysis &amp; Simulation</b> <b>Decision Trees (cont'd)</b> Dynamic Simulation Models • Decision Tree Analysis • Node Types • Three Types of Nodes in a Decision Tree



1030 – 1130	<b>Decision Analysis: Decision Trees, Sensitivity Analysis &amp; Simulation</b> <b>Decision Trees (cont'd)</b> Tree Annotations • Tree Calculations • The Three Simple Rules for Solving a Tree
1130 – 1145	Break
1145 - 1300	<b>Case Study</b> Wastewater Plant Example • Data Assumptions • Three Plant Alternatives are Being Considered • Try Your Intuition • Evaluating Options
1300 - 1315	<b>Course Conclusion</b>
1315 – 1415	<b>COMPETENCY EXAM</b>
1415 - 1430	Presentation of Course Certificates
1430	Lunch & End of Course

**Simulator (Hands-on Practical Sessions)**

Practical sessions will be organized during the course for delegates to practice the theory learnt. Delegates will be provided with an opportunity to carryout various exercises using “MS Project” and “Mindview Software”.





**Course Coordinator**

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