

## PROJECT SCHEDULE & RISK MANAGEMENT

““Optimizing Project Schedules and Mitigating Risks for Successful Project Delivery””

### Schedule

Date	Venue	Fees (Face-to-Face)
19 - 23 Apr 2026	Kuwait	USD 3495 per delegate
19 - 23 Jul 2026	Doha, Qatar	USD 3495 per delegate

► **Available delivery methods:** Face-to-Face & Online Training

### Introduction

Effective project scheduling and risk management are crucial to ensuring the timely delivery of projects, while minimizing risks and optimizing resource allocation. This 5-day course is designed for project managers, planners, and risk managers who wish to enhance their ability to create accurate project schedules and proactively manage risks throughout the project lifecycle.

The course covers the best practices, tools, and techniques required to develop realistic project schedules, identify potential risks, and implement mitigation strategies to ensure project success. Through a combination of theoretical knowledge and practical exercises, participants will gain the skills to manage complex project schedules and mitigate risks efficiently.

### Objectives

By the end of this course, participants will be able to:

- Understand the principles of project scheduling and the key components of a project schedule.
- Develop accurate and realistic project schedules using industry-standard tools and techniques.
- Identify potential project risks and assess their impact on project objectives.
- Implement risk management strategies to mitigate and control project risks.
- Monitor and control project schedules and risks throughout the project lifecycle.
- Use project management software to track and update schedules and risks in real-time.

## Why Attend

- Gain a comprehensive understanding of project scheduling and risk management principles.
- Learn how to create and manage project schedules that align with project goals and timelines.
- Master techniques for identifying and mitigating risks that could impact project success.
- Learn to optimize resource allocation and improve project efficiency.
- Improve your ability to manage project risks, enhance decision-making, and reduce project delays.
- Enhance your skills in using project management tools for schedule tracking and risk mitigation.

## Target Audience

This program is designed for:

- Project managers, planners, and schedulers
- Risk managers and professionals involved in project risk assessment
- Operations and procurement managers responsible for project delivery
- Professionals looking to enhance their ability to manage project schedules and risks
- Anyone responsible for ensuring that projects are completed on time and within budget

## Individual Benefits

Key competencies that will be developed include:

- Advanced skills in project schedule development and optimization.
- Proficiency in identifying, assessing, and managing project risks.
- Enhanced decision-making abilities through effective risk management strategies.
- Stronger ability to manage project timelines, resources, and stakeholders effectively.
- Expertise in using project management tools to monitor schedules and manage risks.

## Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Improved project delivery through more accurate scheduling and risk management.
- Enhanced ability to identify and address potential risks before they impact project success.
- Increased efficiency in resource allocation and scheduling across multiple projects.
- Better alignment of project goals, timelines, and stakeholder expectations.
- A stronger foundation for managing project complexities and uncertainties.

## Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings – In-depth discussions on project scheduling principles, techniques, and risk management strategies.
- Case Studies – Real-world examples and lessons learned from project scheduling and risk management challenges.
- Workshops – Practical exercises focused on creating project schedules, identifying risks, and applying mitigation strategies.
- Peer Exchange – Group discussions and best practice sharing on managing project schedules and risks.
- Tools – Practical tools and software for schedule management, risk analysis, and mitigation.

## MAWA EVENTS

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## Course Outline

Training Hours: 7:30 AM – 3:30 PM Daily Format: 3–4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

### Day 1: Introduction to Project Scheduling and Risk Management

- Module 1: Fundamentals of Project Scheduling (07:30 – 09:30)
- Key components of project scheduling: tasks, dependencies, milestones
- Principles of schedule planning and time management
- Overview of scheduling techniques: Gantt charts, network diagrams, and critical path method
- Module 2: Scheduling Tools and Techniques (09:45 – 11:15)
- Introduction to project scheduling software (e.g., Microsoft Project, Primavera)
- Techniques for creating and managing schedules in software tools
- Best practices for setting realistic deadlines and milestones
- Module 3: Introduction to Project Risk Management (11:30 – 01:00)
- Overview of project risk management and its importance
- Risk identification methods and tools
- Types of project risks: technical, financial, operational, and external risks

### Day 2: Developing and Managing Project Schedules

- Module 1: Creating and Updating Project Schedules (07:30 – 09:30)
- Steps for developing a detailed project schedule
- Estimating task durations, resource requirements, and dependencies
- Monitoring progress and making adjustments to schedules
- Module 2: Resource Allocation and Optimization (09:45 – 11:15)
- Techniques for optimizing resource allocation and avoiding overloading
- Balancing resource demand with availability
- Tools for tracking resource utilization in project scheduling
- Module 3: Advanced Scheduling Techniques (11:30 – 01:00)
- Techniques for managing complex projects: fast tracking, crashing, and resource leveling
- Managing multiple project schedules in parallel
- Tools for managing project constraints and deadlines

### Day 3: Identifying and Managing Project Risks

- Module 1: Risk Identification and Assessment (07:30 – 09:30)
- Methods for identifying potential project risks
- Risk assessment tools and techniques: risk matrices, risk registers
- Estimating the likelihood and impact of risks
- Module 2: Risk Mitigation and Response Planning (09:45 – 11:15)
- Developing risk mitigation strategies to minimize the impact of risks
- Creating contingency plans and risk response strategies
- Using risk management tools to track and manage risks during project execution
- Module 3: Risk Monitoring and Control (11:30 – 01:00)
- Techniques for monitoring and tracking project risks in real-time
- Risk control measures: risk avoidance, risk reduction, risk transfer, and risk acceptance
- Reporting on risk status to stakeholders and adjusting risk plans

### Day 4: Integrating Schedule and Risk Management

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**Module 1: Integrating Risk and Schedule Management (07:30 – 09:30)**

- The relationship between project schedules and risks
- Using risk analysis to inform scheduling decisions
- Adjusting project schedules based on risk assessments
- Module 2: Monitoring and Controlling Project Schedules (09:45 – 11:15)
- Techniques for tracking schedule performance and handling delays
- Methods for managing changes to project schedules and scope
- Communication strategies for updating stakeholders on schedule changes
- Module 3: Managing Delays and Schedule Adjustments (11:30 – 01:00)
- Handling schedule delays and re-planning project tasks
- Techniques for accelerating project timelines without compromising quality
- Negotiating deadlines with stakeholders and managing expectations

**Day 5: Final Review and Action Planning**

- Module 1: Review of Scheduling and Risk Management Techniques (07:30 – 09:30)
- Recap of key topics in project scheduling and risk management
- Review of case studies and practical applications
- Key takeaways for implementing the techniques covered in the course
- Module 2: Creating an Action Plan for Project Scheduling and Risk Management (09:45 – 11:15)
- Developing a personalized action plan for applying course learnings to current projects
- Strategies for improving project management practices within your organization
- Setting goals for enhancing project scheduling and risk management processes
- Module 3: Certification Review and Final Q&A (11:30 – 01:00)
- Final review of course content and discussion on practical implementation
- Preparing for the certification exam and closing Q&A session

**Certification**

Upon completing the training course, participants will receive a Certificate of Completion in Project Schedule & Risk Management, recognizing their expertise in managing project schedules, mitigating risks, and ensuring successful project delivery.

**Why Choose MAWA Events**

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
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