



BANGLADESH INSTITUTE OF MANAGEMENT (BIM)



(Ministry of Industries)

4, Sobhanbag, Mirpur Road, Dhaka

www.bim.gov.bd

Ref: BIM/PMD/TQM/2018

Date: 27-08-2018

Sub: 3-Days course on Project Management.

Dear Sir/Madam,

It is our pleasure to let you know that Bangladesh Institute of Management (BIM) is going to conduct a 3 (three) days training course on **Project Management** at its Dhaka campus during September **27-29, 2018**.

In this regard, nomination(s) to the training course from your organization(s) shall be highly appreciated. For further details, please feel free to contact.

Thanking you.

(Prof. Dr. Engr. Mamunur Rashid)

Senior Management Counsellor and
Head, Production Management Division &
Course Coordinator

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www.mamunurrashid.info

To

Project Management

BACKGROUND OF THE COURSE

The purpose of this training course is to provide competency based training to enable participants to develop a comprehensive understanding of the knowledge and skills about the modern system of project management process and how to obtain competitiveness in market by project management.

OBJECTIVES

The course is designed to provide the concepts and techniques of real project preparation to project management. It is expected that after the successful completion of the course, participants will be able to:

- Understand the theoretical fundamentals of the project management.
- Give a general description of the management using, as appropriate, typical examples.
- Understand and interpret the analysis results and apply knowledge in a practical manner.
- Gain insight to procedural aspects of obtaining certification of PMP.

COURSE OUTLINE

- Inauguration, Registration, Sharing course outline.
- Project Concept; Project Development Cycle; Project Identification and developing project need statement.
- Project Generation & Selection; Steps of Analysis; Exercise on Problem Tree, Objective Tree and Assumptions.
- Concept and Techniques of Monitoring and Evaluation.
- Project Planning and Control, Scheduling, Resource
- Allocation; Critical Path Analysis (CPM); Program Evaluation and Review Techniques (PERT) and Earned Value Management (EVM) and Exercise on CPM, PERT and EVM.
- Project Planning, Scheduling and Controlling; Factors to Consider When Crashing A Project; Steps in Project Crashing and Time Cost Trade Offs

- Real Life Project on Project Proposal Preparation
- Project Appraisal and Evaluation
- Relevant Exercise
- Certificate awarding and course closing and evaluation

WHO SHOULD ATTEND

This course is suitable for all level of managers and executives employed in Public sector, NGOs, Private and others organizations who are directly or indirectly involved with any project or project nature activities management and willing to develop their career as professional on project management.

ELIGIBILITY FOR THE COURSE

- Any individual, graduate from any discipline working in private, public and NGO or self-employed.

METHODOLOGY

Lecture, group discussion, Exercise, Case Study, Practical Demonstration etc.

DURATION: September 27-29, 2018

TIMING: 09:00 – 17:30 hrs

**VENUE: BIM, 4Sobhanbag, Mirpur Road
Dhaka – 1207.**

**FEES: Tk. 7,000/- (Seven thousand)
excluding VAT and Tax.**

per participants which include refreshment, course materials etc. (payment should be made by Cross Cheque/Bank Draft/Pay Order in favor of **Director General, BIM, Dhaka**)

LAST DATE OF

REGISTRATION: September 26, 2018.

COURSE ASSOCIATE:

Mohammad Jubayer Hossain

Cell : **01818452674**

E-mail : jubayer.bim@gmail.com

RESIDENTIAL FACILITY

Limited Residential facility is available for those who are from outside Dhaka.

**BANGLADESH INSTITUTE
OF MANAGEMENT**

4, Sobhanbag, Mirpur Road, Dhaka-1207.

SAMPLE NOMINATION FORM

1. Name (Block Letter) :
2. Mailing Address :
(With Phone No.)
3. Permanent Address :
4. Date of Birth :
5. Nationality :
6. Education :

Year Institute Degree Div./Class

7. Training : (in order of recency)
8. Experience : (in order of recency)
9. Name of the Nominating Organization:
10. Accommodation in BIM Hostel :

YES NO

DHAKA OFFICE

<input type="checkbox"/>	<input type="checkbox"/>
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KHULNA SUB-OFFICE

<input type="checkbox"/>	<input type="checkbox"/>
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CHITTAGONG SUB-OFFICE

<input type="checkbox"/>	<input type="checkbox"/>
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11. Approval / Signature of the
Nominating Authority: _____

ADDRESS

BIM DHAKA OFFICE

Room No:308

4 Sobhanbag, Mirpur Road, Dhaka-1207.

☎ 58155034,58155077 (PABX)

58155116

9103171-3, 9103178 Ext115,108

01712700412

01818452674

FAX : 880-2-58152476

ON REQUEST

☎ 911 06 27, 911 12 16,

Website : www.bim.org.bd

BIM CHITTAGONG CAMPUS

Chandgaon Residential Area

Post: Chandgaon

Chittagong.

☎ 67 03 32

BIM KHULNA CAMPUS

Boira Main Road

Boira

Khulna

☎ 76 23 91

3 Days Long Training Program on

**PROJECT
MANAGEMENT**

September 27-29, 2018



BIM

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

বাংলাদেশ ইনস্টিটিউট অব ম্যানেজমেন্ট

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