



**BANGLADESH INSTITUTE  
OF MANAGEMENT (BIM)**



**(Ministry of Industries)**

4, Sobhanbag, Mirpur Road, Dhaka

[www.bim.gov.bd](http://www.bim.gov.bd)

Ref:36.07.0000.012.29.006.23 Date: 19-06-2023

**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 21-23, 2023, batch#87.**

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.

**(Dr. Engr. Mamunur Rashid)**  
Senior Management Counsellor and  
Head, Production Management Division &  
Course Coordinator  
01712-700412;  
[mamun87245@gmail.com](mailto:mamun87245@gmail.com)

To

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## 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 21-23, 2023**

**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 (Sonali Bank Ltd, Lalmatia, Dhaka, A/C No.4416-43300-9783 in favor of DG, BIM)

### LAST DATE OF

**REGISTRATION: September 20, 2023**

### COURSE ASSOCIATE:

Most. Shamsunnaher Khatun  
Stenographer Cum-Computer Operator  
Bangladesh Institute of Management (BIM)  
4, Sobhanbag, Mirpur Road, Dhaka-1207.  
Contact No: 01797550394.  
[shamsunnaher091@gmail.com](mailto:shamsunnaher091@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

4 Sobhanbag, Mirpur Road, Dhaka-1207

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Fax: +88-02-58152476

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### BIM CHITTAGONG CAMPUS

Chandgaon Residential Area

Post: Chandgaon

Chittagong.

☎ +8802334470332

[www.bim.gov.bd](http://www.bim.gov.bd)

### BIM KHULNA CAMPUS

Boira Main Road

Boira

Khulna

☎ +8802477702391

[www.bim.gov.bd](http://www.bim.gov.bd)

3 Days Long Training Program on

# PROJECT MANAGEMENT

September 21-23, 2023



**BIM**

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

বাংলাদেশ ইনস্টিটিউট অব ম্যানেজমেন্ট

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