DIXONTECH

LEADERS TRAINING

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PROJECT FORMULATION AND FEASIBILITY STUDY ANALYSIS

CODE	PM12
DAYS	5 DAYS
DURATION	25 HOUR
FORMAT	ON-SITE
CERTIFICATE	ACHIVEMENT

DIXONTECH
LEADERS ACADEMY

📞 +44 33 0001 00091

✉️ linfo@dixontech.uk

📍 169 Great Portland Street 5th Floor,
London, W1W 5PF United Kingdom

PROJECT FORMULATION AND FEASIBILITY STUDY ANALYSIS

TRAINING OVERVIEW

Making informed investment decisions in projects requires robust Project Management practices to ensure optimal outcomes. This course delves into the integral role of Feasibility Studies and Project Planning Processes in establishing a solid foundation for successful project implementation. The initial module concentrates on determining technical, commercial, financial, and organizational feasibility, while the subsequent module hones in on the strategic planning of crucial project components. Attendees will gain insights into creating a stable framework that not only ensures project viability but also maximizes benefits for the organization and key stakeholders.

TRAINING IS TAILORED TO

- Project Managers
- Project Planners
- Managers responsible for launching new products and services
- Senior operations managers

TRAINING TOPICS

- The benefits of undertaking a feasibility study
- How to conduct a feasibility study
- The Principles and Performance Domains for effective Project Management
- Project Initiation processes and creating the Project Management Plan
- Planning processes for Scope, Quality, Risk, Schedule, Cost, Resource, Communication, Stakeholder and Procurement Management

MODULES

- **Module 1** - Feasibility Studies: Preparation, Analysis & Evaluation
- **Module 2** - Project Formulation: Preparing Projects to Maximise Sustainable Value.

- Explain the essential value of Feasibility Studies
- Conduct and present a Feasibility Study
- Engage effectively with Project Stakeholders
- Create a Project Charter
- Create a Project Management Plan
- Carry out Project Planning Processes

> *Invest in training, cultivate greatness*

TRAINING METHODOLOGY

This training program employs a comprehensive and interactive approach to enhance participants' understanding and application of Project Formulation and Feasibility Study Analysis. The methodology integrates diverse adult learning techniques, including lectures, case studies, and group discussions, to facilitate maximum comprehension and retention of the course content. Practical scenarios and real-world examples are used to illustrate the application of feasibility study concepts and project planning processes. Throughout the course, participants will engage in hands-on activities, developing skills in conducting feasibility assessments and strategically planning project elements. The training methodology aims to create an immersive and participatory learning experience, enabling participants to effectively apply the knowledge gained in their professional contexts.

MODULE 1:
FEASIBILITY STUDIES: PREPARATION, ANALYSIS & EVALUATION

DAY 1

INTRODUCTION TO FEASIBILITY STUDIES

- What are feasibility studies and why are they important?
- Feasibility studies: definitions, principles and concepts
- Feasibility Study Components and Process
- Technical Feasibility
- Commercial Feasibility
- Organizational Feasibility – people, competence and resources

FINANCIAL FEASIBILITY

- Financial Feasibility – costs, return on investment
- Cost classification and estimation
- Non-Discounting Methods and Discounting Methods
- Prepare Your Capital Spending Plan
- Prepare Your Cash Flow Forecast
- Required Investment for Your Business

DAY 2

PROJECT OPTIONS AND RISK ASSESSMENT

- Project requirements
- Performing an Options Analysis
- Option Generation and Selection
- Risk Management process and application
- Estimating Risk and Quantitative Risk Analysis
- Risk Response Planning

GAINING BUY-IN TO PROJECT PLANNING

- Components of a Feasibility Report
- Developing the Feasibility Report
- Project Planning
- Critical Path Analysis
- Tips to preparing an impactful Business Plan
- Preparing to pitch your business idea - facing 'The Dragon's Den'
- Case studies

DAY 3

PRESENTING A BUSINESS IDEA

- The characteristics of engaging communication
- Multiple Intelligences
- The Learning Cycle
- Lessons Learned and Personal Action Plan
- Pitching a Business Idea
- Simulation and role play

MODULE 2:
PROJECT FORMULATION: PREPARING PROJECTS TO MAXIMISE SUSTAINABLE VALUE

PROJECT MANAGEMENT OVERVIEW AND PROJECT INITIATION

- Project Management Principles
- Project Management Performance Domains
- Project Management Life Cycles
- Identifying Stakeholders
- Prioritising Stakeholders
- Developing a Project Charter

DAY 4

INTEGRATION, SCOPE AND QUALITY MANAGEMENT PLANNING PROCESSES

- Developing the Project Management Plan
- Planning Scope Management
- Collecting Requirements
- Defining Scope
- Creating Work Breakdown Structures
- Planning Quality Management

RISK MANAGEMENT PLANNING PROCESSES

- Planning Risk Management
- Identifying Risks
- Creative Thinking Techniques
- Qualitative Risk Analysis
- Quantitative Risk Analysis
- Planning Risk Response

DAY 5

SCHEDULE AND COST MANAGEMENT PLANNING PROCESSES

- Planning Schedule Management
- Defining and Sequencing Activities
- Estimating Activity Durations and Developing the Project Schedule
- Planning Cost Management
- Estimating Costs
- Determining the Budget

RESOURCE, COMMUNICATION, STAKEHOLDER AND PROCUREMENT MANAGEMENT PLANNING PROCESSES

- Planning Resource Management
- Estimating Project Resources
- Planning Communications Management
- Planning Stakeholder Engagement
- Planning Procurement Management
- Preparing the project for Execution

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