



## Essentials of Project Management (Traditional and Agile Methodologies) Training - 4 Days

### Summary

Projects are one-off pieces of work that are completed within a fixed timescale. They are undertaken to create unique products and services. They usually contain a great deal of risks, uncertainties, and complexities that need to be managed. Projects are necessary for there to be development in any business or nation. The challenge however is that management of projects could be complex especially if the requisite knowledge and skills are missing in those saddled with this responsibility.

There are a series of project management approaches and tools to help organizations reduce these risks, and create an effective platform to deliver project objectives. These approaches have been carefully documented over the years and they can be learnt.

Training in project management, especially one with a practical approach, can help participants gain the necessary knowledge and skills to appropriately utilize the project management tools and techniques to ensure success on their projects.

### Course Objectives

This course is uniquely designed to help people who actually handle projects to acquire specific skills, approaches, and tools they'll need to run projects successfully. This program is designed to ensure officers and managers are well equipped to manage projects/tasks by utilizing proven management tools and techniques that guarantee results. At the end of the course, participants will be able to;

- To set up projects and manage them successfully to completion
- To identify key success factors for project success while managing the triple constraint
- Utilise key project management tools and techniques to deliver on project objectives

### Who should attend?

Project Directors, Project Managers, Project Supervisors, Project Engineers, Project Management Team members as well as all Project management team members who desire to improve on their project management know how and expertise

### Course Overview

- **TRADITIONAL (Based on the Project Management Body of Knowledge - PMBok Guide)**
  - Framework for the Management of Projects - learn the fundamentals of setting your project up to succeed. Understand the planning cycle and aligning organizational structure with business goals
  - Project Initiation Documents - Get your project off to a great start have a good grasp of the necessary initiation documents
  - Scheduling - Projects involve a huge number of tasks with multiple inter-dependencies. Learn the tools and techniques for planning what needs to be done, and when
  - Scope Management - learn to define your project clearly, and to avoid the problem of 'scope creep'.
  - Building Support for Your Projects - Engaging the right people in the right way, and at the right time, is critical to project success, know how to do this.
  - Communication - Monitoring the progress of a project is vital for keeping it on track. These effective reporting tools will keep everyone involved in the project up to date.
  - Change Management - Projects are, by nature, all about change. Many people find change hard to handle, which can disrupt successful implementation. The tools in this section will help you manage the important 'soft side' of projects.



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- Request for Proposal (RFP) Documents – Get better terms with a competitive bidding process.
- Risk Impact/Probability Chart – Learn how to prioritize risks on your small and large projects
  
- **AGILE (Based on the Agile Scrum Guide)**
  - Agile project management has become an increasingly powerful and popular manner to develop new or improved products, services, or results in a variety of fields such as software development, engineering, product development, pharmaceuticals, and process improvement. In environments with moderate uncertainty (for example, changing customer needs or unknown root cause), agile project management has been found to produce higher customer satisfaction in less time compared to more traditional, plan-driven project management methodologies. This course provides both the practice and the theory of planning and managing agile projects focusing on the **Scrum** methodology. It provides both the agile knowledge and skills necessary for scrum masters (coaches), product owners (customers), and team members to succeed. Areas to consider include;
  - Understanding and Applying the Scrum Framework
    - Empiricism
    - Scrum Values
    - Roles
    - Events
    - Artifacts
    - Done
    - Self-Organizing Teams

### **OPTION 1 – Course in Lagos at OAK Interlink Facility or ONLINE**

#### **Venue and Fees**

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- Course Venue – OAK Interlink Training Facility in Lagos, Nigeria
- Course Fees – **120,000 Naira/participant**
- This fee covers:
  - Training materials,
  - Tea break and lunch,
  - Certificate
  - ***Optional Scrum Master Certification from our certification partners at only – N50,000 naira/participant.***

### **OPTION 2 – Course in Lagos at Client Venue**

#### **Venue and Fees**

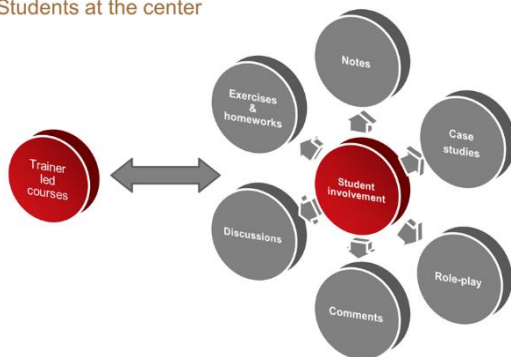
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- Course Venue – Client Facility
- Course Fees – **Negotiable**
- This fee covers:
  - Training materials,
  - Certificate
  - ***Optional Scrum Master Certification from our certification partners at only – N50,000 naira/participant.***
- **Client will bear cost of venue, tea break and lunch for all participants and facilitators.**

## Educational approach

- The programs will be conducted through lectures, video sessions, role plays, class discussions, and case studies.
- Formative and Summative assessment will be conducted in the course of the training
- Sessions of lectures illustrated with examples based on real cases. Practical exercises based on case study including role playing and oral presentations
- The learning will have four fundamental principles which will be:
  - **Highly engaging** (methods that talk to the 'head and heart')
  - **Interactive** (mix of experience, discussion and practice)
  - **Innovative** (latest thinking & tools) and
  - **Encourage participation** (a 'Socratic' learning methodology applied) so that delegates take ownership of their own development and future behaviour.

Students at the center



## Facilitator Profile – Oluseye Kolawole; PMP, Prince 2 Practitioner, Professional Scrum Master

Oluseye has over 20 years hands on experience working on and leading multidisciplinary projects in the Telecommunications, Financial, Manufacturing, Construction and Oil & Gas sectors of the economy. A certified PECB (Canada), PTLIS (UK), IASP (USA) and ITF (Nigeria) Trainer, Seye has keen interest and expertise in Business Process Improvement, Health Safety and Environment, Project Management, Risk Management as well as Quality Management.

Seye is a Certified Project Manager (PMP), Prince 2 Practitioner, Professional Scrum Master, Certified Lead Risk Manager, Certified Six Sigma Green Belt, NEBOSH IGC holder, IASP Certified Safety Manager/Trainer, just to mention a few. He is a graduate of Chemical Engineering, University of Lagos and has a Shell Special Intensive Training Program Certificate in Oil & Gas Engineering from the Robert Gordon University, Aberdeen, Scotland. He is an alumnus of the Lagos Business School Owner Manager Program (OMP)



He has facilitated Project Management, HSE, Risk Management, Improvement courses for a host of top indigenous organizations, multinationals and government institutions some of which are Ekiti State



Government, NNPC, Federal Ministry of Works, Nigeria Stock Exchange, Main One, Nestoil Group, Delta Afrik, MTN Nigeria, Nigeria Gas Marketing Company, Emperion West Africa, Alan Dick, West Africa, Cakasa Nigeria Limited, Rockson Engineering, Primewaterview Limited, FEMAB Properties, AIRCOM, Vigeo Limited, Makon Engineering and Technical Services, CNODC, Voice of Nigeria, Halogen Securities Limited, BukkaHut, Basscomm, RusselSmith, etc. He is the Managing Partner at OAK Interlink Company Limited, and a Director at Kristina Jade & Company, a learning support services company based in Lagos, Nigeria

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### **Facilitator Profile – Ernest O. Shaka; Certified Scrum Master, Certified Safety Manager**

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Shaka has over 10 years hands on experience working on and leading training projects in various sectors of the economy. He has been involved in numerous interventions in Sales, IT Service Management, Occupational Safety and Health, Process Improvement and Project Management,

He is a Certified DevOps Professional  
Certified Scrum Master  
Certified Project Manager  
Certified Health and Safety Manager  
Certified IT Service Management Professional  
Certified ISO/IEC 27001 Information Security Associate,  
Certified Cyber Security Professional  
Certified ISO 9001/303010 Document Controller

and possesses various certificates in ISO 45001:2018 (OHSMS) internal audit, lean six sigma green belt, warehouse and stores management, supply chain and logistics management, procurement and contract management, facility and asset management and first aid treatment.

He is also a certified member of the national association of first aid treatment providers, international association of safety professionals and document management institute. Shaka has undergone both local and international train the trainer courses. He has facilitated courses for MTN Nigeria, First Bank Insurance, Medplus, IGI Group, Gran Imperio Group, MTN, Lekki Concession Company, PZ Plc, Honeywell, Mainone, Tenece, Wema Bank, Jaiz Bank, VDF, Kronos, NETCO, Daystar, Masters Energy Group, Caverton, ICAN, Petrolex, Halogen Security and a host of top indigenous organizations and multinationals.

Shaka is currently a Partner and the head of training at OAK Interlink Company, a training and consulting company whose primary focus is on human resource development, He has a special executive masters degree in entrepreneurship from metropolitan school of business & management, UK & a first degree in geography and regional planning from Ambrose Alli university, Ekpoma.



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#### **Information Hotline**

- Call 08174854828 or email [oluseye@oakinterlink.com](mailto:oluseye@oakinterlink.com)