



أكاديمية الزمالة العربية البريطانية
Arab British Academy Fellowship
A.B.A.F





Mastering Project Metrics, KPIs and Dashboards



Why Attend

The overall aim of this course is to provide participants with the skills needed to design and apply project metrics and Key Performance Indicators (KPIs). Moreover, the course assists participants in identifying the driving forces for better value based project metrics and allows them to design project dashboards. The course enables participants to master the features of Microsoft Project in reporting project performance and taking corrective and preventive actions.

Course Methodology

The course uses a mix of interactive techniques, such as brief presentations by the consultant and the participants, group exercises and case studies. The course also includes hands-on training using Microsoft Project software..

Course Objectives

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

- Identify the driving forces that will lead to better project metrics
- Define and select the right project metrics
- Develop and apply project KPIs
- Create project KPIs and reports using MS project
- Design a project dashboard and traffic light reports
- Construct value based project metrics



Target Audience

Project managers, members of project offices, project sponsors, functional managers, senior management and individuals involved in developing and managing project metrics and Key Performance Indicators (KPIs). This course is worth 30 Professional Development Units (PDUs).

Target Competencies

- Scheduling
- Managing execution
- Monitoring and controlling
- Proactive thinking
- Analyzing data
- Communicating with stakeholders



Course Outline

- **The driving forces for better project metrics**
 - Executive view of project management
 - Types of project management methodologies
 - Framework versus methodology
 - 'Engagement' project management
 - A new look at defining project success
 - Stakeholder relations management cycle
 - Project scope creep
 - Project health checks
- **Project metrics**
 - Project management metrics: early years versus current view
 - Understanding project metrics
 - Metrics requirements
 - Characteristics of project metrics
 - Project metrics categories and types
 - Selecting the right project metrics
 - Metrics and the Project Management Office (PMO)
- **Project key performance indicators**
 - The need and use for project KPIs
 - Characteristics of KPIs
 - Categories of KPIs
 - Selecting KPIs
 - Measuring KPIs
 - KPIs' interdependencies
 - Targets and failures
 - Top 25 project management KPIs
- **Managing project metrics and KPIs using MS project**
 - Developing earned value metrics and KPIs
 - Reports versus views
 - Formatting tables in a report
 - Formatting charts in a report



- Creating a custom report
- [Project dashboards](#)
- Traffic light dashboards reporting
- Dashboards and scorecards
- Benefits of dashboards
- Rules for dashboards
- Dashboard design tips
- [Value based project management metrics](#)
- Combining success and value
- Recognizing the need for project value metrics
- The need for effective measurement techniques
- The relationship between project management and value
- Creating project value metrics
- Value metric measurement



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