



**Engineering Staff College of India**  
Autonomous Organ of The Institution of Engineers (India)  
Old Bombay Road, Gachi Bowl, Hyderabad – 500 032. TS, India

**WATER RESOURCES DEVELOPMENT DIVISION**

Continuing Professional Development Programme on  
**Project Management using MS Project and Primavera Software**  
17 – 19 February, 2025

The screenshot displays the MS Project interface for an 'Email Marketing Template' project. The task list on the left includes:

- Cyber Day Campaign - Phase 1:
  - 1. Decide theme (75%)
  - 2. Define campaign mechanism (50%)
  - 3. Work on campaign's design (50%)
  - 4. Copywriting (50%)
  - 6. Define landing page (50%)
  - 7. Test landing page (-1.5)
  - 8. Test campaign mechanism (-1.6)
  - 9. Create a lead (50%)
  - 9. Set landing page live (30%)
- Cyber Day Campaign - Phase 2:
  - 12. Prepare what should be going live fi... (50%)
  - 13. Make sure copywrite is on point (12)
  - 14. Make sure design is on point (13)
  - 15. Make sure landing page is ready an... (14)
  - 16. Define subject line (15)
- Cyber Day Campaign Phase 3:
  - 19. Execute campaign (100%)
  - 20. Send 1st batch of emails (100%)

The Gantt chart on the right visualizes these tasks as horizontal bars across a timeline for April 2019, showing dependencies and progress.



(An ISO 9001:2015 Certified, AICTE & CEA Recognized Institution)

**Centre for Promotion of Professional Excellence**

## **INTRODUCTION**

Project is a unique process, consisting of a set of coordinated and controlled activities to achieve objectives conforming to specific requirements, within constraints of time, cost and resources. Project Management involves planning, organizing, monitoring, controlling and reporting all aspects of a Project and the notification for all those involved in it to achieve the project objectives.

Project Management is more than simply tracking deadlines and setting a budget. A good Project Manager takes control of a project from beginning to end, ensuring that the initiatives and goals are strategically aligned, the project has stakeholder supports and everyone is on the same page.

Projects are often complex and involve numerous stakeholders, having a project manager to lead the initiative and keep everyone on the same page is critical to project success.

The software applications are designed to assist project managers for effective project management. The Software creates critical path schedules, which can be resource levelled. Resources (men, machinery money and materials) can be shared between projects using a shared resource pool. Each resource can have its own calendar which defines on what days and in which shifts a resource is available.

The Software also creates budget based on assignment work and resource rates. As resources are assigned to tasks and assignment work estimated, the Software calculates the cost which equals the work times the rate. This rolls up to the task level, then to summary tasks and finally to the project level. The Software is extended with Project Server and Project Web Access. Project server stores data in a central database. Project Web Access allows user to display and update this data over the Internet. Web Access allows authorized users to access a Project Server database across the Internet. It includes timesheets, graphical analysis of resource workloads and administrative tools. The Software recognizes different classes of users. These different classes of users can have differing access levels to project views and other data. Custom objects such as calendars, views, tables, filters and fields are stored in an enterprise global database, which is shared by all the concerned users.

## **OBJECTIVE**

This 5-day course provides a conceptual and practical understanding the concepts of PM for planning, feasibility, Analysis, Network analysis, cost and time estimation.

## **COVERAGE**

- Introduction to Project Management – Principles and Practices
- Procurement Procedures
- Developing, schedule plan and control
- Scheduling in Multiple Projects
- PERT, CPM, WBS Techniques
- Financial Management and Cost Control
- Software for Project Management - MS Project and Primavera
- Contract Administration in Projects

- Analyzing resources by leveling the resource using crashing, stretching & splitting
- Quality Management
- Risk Management
- FMEA – Failure Mode and Effects Analysis-Analysis. The Risks to Identify potential errors that occurs.
- Case Studies - Hands on Sessions using MS Project and Primavera
- Project Management for Infrastructure Projects

## **METHODOLOGY**

Methodology includes class room lectures with audio visuals, Hands-on Sessions on Software Applications, interactive sessions through group discussions, case studies etc. Emphasis would be laid on sharing of experiences of participants. Active participation is solicited from participants. Medium of training is English.

**TARGET PARTICIPANTS:** Programme will be useful for Engineers Working in Engineering Departments of State and Central Governments / Public Undertakings, Project Engineers / Managers, Project Leaders in IT, Construction Engineers, Maintenance Engineers, Software Professionals, Planning and Scheduling Engineers, who are engaged in Project Construction Companies.

## **PROGRAMME VENUE, DATES & TIMINGS**

### **VENUE :**

Engineering Staff College of India (ESCI) Campus, Old Bombay Road, Gachi Bowli, Hyderabad - 500032, TS India.

### **DATES**

**17 – 19 February, 2025**

### **TIMINGS**

On the first day, registration will commence at 0900 Hrs. On all other days the programme timings will be from 0945 to 1715 hrs with breaks in between for tea and lunch.

### **COURSE DIRECTOR**

**Er. M. Rajasekhar Reddy, M.E, FIE**  
Former – Chief Engineer  
Panchayat Raj Engg. Dept.,  
Govt. of Telangana

### **Senior Faculty and Head**

Contact details: 040-66304117 (D)

**Er. G Naresh, M.Tech (Ph.D), MIE**

### **Faculty**

Mobile : +918801193075

### **COURSE FEE**

**Residential Fee** is Rs.16,500/- per participant. Residential fee includes course material, course kit, and twin-sharing / single AC accommodation as per availability, Breakfast, Lunch, Dinner, Tea / Coffee and Snacks.

## DISCOUNTS

**Non-Residential Fee:** 10% discount on course fee is allowed for non-residential participants.

**Group Discount:** Additional 10% discount for three or more participants if sponsored by the same organization.

**(All discounts are applicable only if fee is received at ESCI before the commencement of the programme)**

**GST @18%** as applicable is to be paid extra over and above the training fee. **PAN Card No** AAATT3439Q; **GSTIN** 36AAATT3439Q1ZV (under commercial training or coaching services).

Programme fee is to be paid in favour of “**IE(I)-Engineering Staff College of India**” in the form of demand draft payable at Hyderabad.

Alternatively the payment may be made by **Electronic Fund Transfer (EFT)** to ESCI - SB A/c No. 10007111201 with The SBI, PBB, Rajbhavan Road Branch, Khairatabad, Hyderabad-500004 by **NEFT/ RTGS/ IFSC Code No.** SBIN 0004159 – MICR No.500002075. **While using EFT method of payment, please ensure to communicate us your company name, our invoice reference and programme title.**

## REGISTRATION

Online registration shall be available on ESCI website. To register manually, please send your nominations giving details of name, designation, contact address, email address, mobile, telephone and fax numbers of the participant along with the details of mode of payment of fee, addressed to:

### Head

Water Resources Development Division  
Engineering Staff College of India  
Gachi Bowli, Hyderabad – 500 032  
Phone: 040 – 66304117 – 9 (Dir.) 23000465 (EPABX): Extn: 4117– 9  
Fax: 040 - 23000336  
E-Mail : wrd@escihyd.org  
Url : www.escihyd.org

**CERTIFICATE:** A certificate of participation will be awarded to each participant on conclusion of the programme.

## GENERAL INSTRUCTIONS

- ESCI encourages participants to present case studies from their respective organizations.
- For the convenience of the outstation participants ESCI will facilitate pickup and drop from Airport / Railway Station/ Bus stations, if travel plans are received at least 3 days in advance along with mobile number by fax or email. The charges shall be paid by the participants directly to the cab.
- ESCI provides complimentary accommodation to participants a day prior to the commencement and after the conclusion of the programme. (Check in at 12:00Hrs ) one day after conclusion (Check out at 12:00 hrs) of the programme duration.
- Overstay charges of @ Rs.990/- per day, per head will be charged.
- Well developed Information Centre and internet facilities are available to the participants.