Garnet
Garnet Global Training Center

GGT-PM-113

Project & Contract Management

Portfolio & Programme Management

إدارة المحافظ والبرامج

Duration	Language	Formats	Hours	Level
5 or 10 days	**English or Arabic**	**Classroom, online, in-house**	**35 / 70**	**Intermediate (management)**

Overview

Portfolio & Programme Management equips managers and specialists to plan, organise and control this area of work, set targets and measure results. Deliver projects on time and budget, and manage contracts without losing value to disputes. It runs as a 5-day or 10-day program in English or Arabic, in classrooms in Dubai, Riyadh, Cairo, London, Istanbul and other cities, or live online, and can be delivered in-house.

What you will be able to do

- Set up and run Portfolio & Programme Management as a managed process with clear roles.
- Define KPIs and build simple dashboards for management.
- Control risk, quality and compliance in this area.
- Lead improvement projects and measure their benefit.
- Report clearly to senior management and stakeholders.

Who should attend

Project managers, planners, cost engineers, contract and commercial professionals. It suits supervisors, section heads and specialists who manage, or are about to manage, this area.

Key topics

- Scope, schedule and cost baselines
- Risk registers and contingency
- Contract forms and obligations
- Change orders and claims
- Stakeholder reporting
- Tools: Primavera, MS Project, dashboards

Formats and fees

5-day classroom	**USD 4,750**
5-day online	**USD 2,950**
10-day classroom	**USD 8,950**
10-day online	**USD 5,450**
In-house	**Quotation per group**

Fees per participant, excluding VAT.

Register or ask

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Training: training@garnettrainings.com

Web: garnettrainings.com

Sharjah Publishing City Free Zone, Sharjah, UAE

Certificate

Participants who attend at least 90% of sessions and complete the final assessment receive a certificate of completion stating 35 contact hours (5-day) or 70 contact hours (10-day).

5-day outline

Day 1 Portfolio & Programme Management: the management framework

- Risk registers and contingency
- Measurement and reporting

Day 2 Planning, resources and budgets

- Contract forms and obligations
- Change orders and claims

Day 3 Performance measurement and control

- Stakeholder reporting
- Hands-on workshop on a workplace challenge

Day 4 Risk, compliance and improvement

- Tools: Primavera, MS Project, dashboards
- Common mistakes and how to avoid them

Day 5 Management case study and action plan

- Scope, schedule and cost baselines
- Regional and international case studies

10-day outline

Day 1 Portfolio & Programme Management: the management framework

- Risk registers and contingency
- Measurement and reporting

Day 2 Planning, resources and budgets

- Contract forms and obligations
- Change orders and claims

Day 3 Performance measurement and control

- Stakeholder reporting
- Hands-on workshop on a workplace challenge

Day 4 Risk, compliance and improvement

- Tools: Primavera, MS Project, dashboards
- Common mistakes and how to avoid them

Day 5 Management case study and action plan

- Scope, schedule and cost baselines
- Regional and international case studies

Day 6 Advanced techniques and specialist practice

- Complex cases in depth
- Checklists and templates to take away

Day 7 Digital tools, data and automation

- Analysis tools and software
- Using AI in this field

Day 8 Benchmarking against international practice

- Global performance benchmarks
- Group discussion and peer review

Day 9 Capstone project

- Analyse a real challenge from your organisation
- Build the solution and implementation plan

Day 10 Presentations, final assessment and certificates

- Project presentations and review
- Final exam and certificate award

Schedule 2027–2030

Dates	Format	City	Language	Fee (USD)
4–8 Jan 2027	5-day online	Live online	Arabic	2,950
1–12 Mar 2027	10-day classroom	London	English	8,950
19–23 Apr 2027	5-day classroom	Kuala Lumpur	English	4,750
20–24 Sep 2027	5-day classroom	Dubai	English	4,750
10–21 Jan 2028	10-day online	Live online	English	5,450
6–10 Mar 2028	5-day classroom	Istanbul	English	4,750
7–18 May 2028	10-day classroom	Riyadh	English	8,950
9–13 Jul 2028	5-day classroom	Muscat	Arabic	4,750
15–26 Jan 2029	10-day classroom	Amsterdam	English	8,950

Dates	Format	City	Language	Fee (USD)
5–9 Mar 2029	5-day online	Live online	Arabic	2,950
2–6 Apr 2029	5-day classroom	Paris	English	4,750
16–20 Jul 2029	5-day classroom	Vienna	English	4,750
8–19 Jul 2030	10-day online	Live online	English	5,450
16–27 Sep 2030	10-day classroom	Istanbul	English	8,950
17–21 Nov 2030	5-day classroom	Amman	Arabic	4,750
16–20 Dec 2030	5-day classroom	Geneva	English	4,750

Customised and in-house versions of this course are available on request. garnettrainings.com/en/customise/