Project Management Metrics & KPIs Training Course

Professional Development Training Course Outline

Category	Project Management	**Duration**	10 Days
Base Fee	$3,000 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

In today’s competitive business environment, organizations rely heavily on precise and actionable project management metrics and KPIs to drive performance, enhance decision-making, and achieve strategic objectives. Effective measurement of project performance not only ensures timely delivery but also optimizes resource allocation, mitigates risks, and enhances stakeholder satisfaction. Project Management Metrics & KPIs Training Course provides participants with advanced knowledge of project management metrics, KPIs, and performance monitoring techniques that are essential for achieving operational excellence. Participants will gain practical skills to design, implement, and analyze KPIs that align with organizational goals, enabling data-driven decisions and sustainable project success.

This course emphasizes industry-leading practices, trending methodologies, and real-world case studies to ensure learners can immediately apply concepts in their projects. Participants will explore critical aspects such as earned value management, schedule and cost performance indices, quality metrics, and risk measurement techniques. By the end of the program, attendees will be equipped to measure project success accurately, communicate performance metrics effectively to stakeholders, and enhance overall project efficiency. This training is ideal for project managers, team leaders, and professionals seeking to elevate their project performance analytics skills and contribute to organizational growth.

Programme Curriculum

Project Management Metrics & KPIs Training Course

Introduction

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Course Objectives

1. Understand the fundamentals of project management metrics and KPIs
2. Identify key performance indicators aligned with organizational strategy
3. Learn techniques for measuring project efficiency and productivity
4. Apply earned value management for project performance tracking
5. Analyze cost, schedule, and quality metrics effectively
6. Develop dashboards for real-time performance monitoring
7. Interpret KPI trends to forecast project outcomes
8. Use benchmarking to evaluate project success
9. Measure stakeholder satisfaction and engagement levels
10. Apply risk assessment metrics for proactive project control
11. Learn advanced performance reporting techniques
12. Integrate metrics into continuous improvement processes
13. Utilize tools and software for KPI tracking and visualization

Organizational Benefits

- Improved project delivery and efficiency
- Enhanced decision-making based on data insights
- Greater stakeholder satisfaction and engagement
- Optimized resource allocation and cost control
- Increased transparency and accountability
- Standardized project performance measurement

- Identification of risks and proactive mitigation
- Continuous improvement in project execution
- Strengthened organizational competitiveness
- Better alignment of projects with strategic goals

Target Audiences

1. Project Managers
2. Program Managers
3. Portfolio Managers
4. Team Leads
5. PMO Staff
6. Business Analysts
7. Operations Managers
8. Project Coordinators

Course Duration: 10 days

Course Modules

Module 1: Introduction to Project Metrics & KPIs

- Overview of project performance measurement
- Importance of metrics in decision-making
- Types of KPIs for projects
- Aligning KPIs with strategic objectives
- Tools for tracking project metrics
- Case Study: KPI implementation in a technology project

Module 2: Earned Value Management (EVM)

- EVM concepts and calculations
- Cost Performance Index (CPI)
- Schedule Performance Index (SPI)
- Variance analysis techniques
- Reporting EVM metrics effectively
- Case Study: EVM success in construction projects

Module 3: Cost Metrics and Budget Tracking

- Budget variance analysis
- Cost forecasting methods
- Resource cost management
- Cost-benefit analysis
- Techniques for cost optimization
- Case Study: Budget tracking in IT projects

Module 4: Schedule Metrics and Time Management

- Schedule adherence measurement
- Milestone tracking and dependencies
- Critical path analysis
- Delay impact assessment
- Time management best practices
- Case Study: Schedule optimization in manufacturing projects

Module 5: Quality Metrics & Control

- Quality measurement frameworks
- Defect tracking and analysis
- Compliance and standards
- Continuous improvement using metrics
- Reporting quality performance
- Case Study: Quality KPIs in healthcare projects

Module 6: Risk Metrics & Management

- Risk identification and assessment metrics
- Probability and impact analysis
- Risk mitigation KPIs
- Risk reporting methods
- Risk dashboard creation
- Case Study: Risk KPI usage in financial projects

Module 7: Stakeholder Metrics & Engagement

- Measuring stakeholder satisfaction
- Communication effectiveness metrics
- Engagement level tracking
- Feedback analysis for improvement
- Tools for stakeholder management
- Case Study: Stakeholder KPI in nonprofit projects

Module 8: Performance Dashboards & Reporting

- Dashboard design principles
- Real-time KPI visualization
- Automated reporting tools
- Data interpretation and insights
- Presentation techniques for stakeholders
- Case Study: Dashboard implementation in a corporate project

Module 9: Benchmarking and Comparative Metrics

- Industry benchmarking techniques
- Comparative project analysis
- Lessons learned from metrics
- Identifying best practices
- KPI improvement through benchmarking
- Case Study: Benchmarking in energy sector projects

Module 10: KPI Trend Analysis & Forecasting

- Trend identification methods
- Predictive analytics for project outcomes
- Statistical analysis of KPIs
- Scenario planning using metrics
- Forecasting project performance
- Case Study: Trend analysis in IT implementation projects

Module 11: Software Tools for Metrics & KPI Management

- Project management software overview

- KPI tracking tools
- Dashboard integration
- Data visualization best practices
- Software for reporting and analysis
- Case Study: Software adoption for KPI management

Module 12: Continuous Improvement Using KPIs

- Metrics for process improvement
- Implementing corrective actions
- Monitoring improvement progress
- Continuous feedback loops
- Aligning improvement with strategic goals
- Case Study: Continuous improvement in supply chain projects

Module 13: Cost, Schedule, and Quality Integration

- Linking cost, schedule, and quality metrics
- Integrated reporting methods
- Multi-metric dashboards
- Analyzing interdependencies
- Holistic project performance assessment
- Case Study: Integrated metrics in large-scale projects

Module 14: Advanced Reporting Techniques

- Custom report creation
- KPI visualization methods
- Executive summary reporting
- Real-time vs periodic reporting
- Techniques for stakeholder presentation
- Case Study: Advanced reporting in multinational projects

Module 15: Case Study Workshop

- Comprehensive project KPI analysis
- Real-world scenario simulations

- Group exercises for metric implementation
- KPI interpretation and reporting
- Lessons learned and best practices
- Case Study: Full project lifecycle KPI analysis

Training Methodology

- Interactive lectures with real-life examples
- Hands-on exercises and simulations
- Group discussions and peer learning
- Case studies with practical application
- Use of project management tools for KPI tracking
- Assessment and feedback sessions

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price

23 Nov 2026	04 Dec 2026	Online	$2,000
23 Nov 2026	04 Dec 2026	Physical	$3,000
23 Nov 2026	04 Dec 2026	Physical	$6,000
23 Nov 2026	04 Dec 2026	Physical	$6,000
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$9,000
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$12,000

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