



# دورة إدارة و تخطيط المشاريع باستخدام برنامج مايكروسوفت بروجيكت



**AGILE LEADERS**  
Training Center

17 - 21 Aug 2026  
فيينا



## دورة إدارة و تخطيط المشاريع باستخدام برنامج مايكروسوفت بروجيكت

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### Overview:

Unlock the potential of your project management capabilities with 'The Advanced MS Project Training: A Microsoft Project Certification Course'. This in-depth course focuses on the latest MS Project 2016 training, offering a comprehensive insight into advanced MS Project functionalities. It's designed to strengthen your understanding of project management fundamentals and project manager responsibilities while empowering you to manage project portfolios more efficiently. This software project management course also encompasses the principles of agile project management, providing a more dynamic and adaptable approach. Experience a tailored Microsoft project training course that will guide you on how to get certification course and earn a certificate Microsoft, enhancing your career prospects.

### Target Audience:

- Project Managers
- Project Coordinators
- Project Analysts
- Project Leaders
- IT Project Managers
- Agile Project Managers
- Software Developers
- Project Consultants
- Project Planners
- Team Leads

### Targeted Organizational Departments:

- Project Management Office PMO
- Information Technology IT
- Research and Development R&D
- Operations
- Strategy and Planning
- Business Development
- Human Resources for team and organizational project planning
- Supply Chain Management for project planning and coordination

## Targeted Industries:

- Information Technology •
- Construction •
- Manufacturing •
- Financial Services •
- Consulting •
- Telecommunications •
- Health Care •
- Software Development •
- Energy •
- Government and Public Administration •

## Course Offerings:

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

- Leverage advanced MS Project functionalities for effective project management .1
- Understand project management fundamentals and project manager responsibilities .2
- Manage project portfolios more efficiently .3
- Understand and apply agile project management principles .4
- Prepare for and know how to get certification course, enhancing career prospects .5
- Utilize MS Project 2016 training for real-world application .6
- Create and manage effective project teams and project plans .7

## Training Methodology:

The training methodology for this course is diverse and interactive. It incorporates a mix of:

- Direct instruction for Microsoft Project tutorials and project management fundamentals •
- Practical hands-on exercises for advanced MS Project training and project planning •
- Group work for project team dynamics and agile project management training •
- Case studies showcasing real-world examples of project management and project manager responsibilities •
- Feedback sessions for continuous improvement and application of knowledge •

## Course Toolbox:

Participants will be provided with:

- MS Project 2016 software •
- Comprehensive workbook covering all course content •
- Online resources for further Microsoft project management learning •
- Checklists and templates for project planning and creating a project charter •
- Access to an online community for ongoing support and knowledge sharing •

## Course Agenda:

## Day 1: Introduction to MS Project & Project Management Fundamentals

- Topic 1: Understanding MS Project and project management office requirements •
- Topic 2: Introduction to project management fundamentals •
- Topic 3: Overview of project manager responsibilities and project charter creation •
- Reflection & Review: Discussion on project management concepts and Q&A •

## Day 2: Advanced MS Project

- Topic 1: Deep dive into MS Project 2016 training •
- Topic 2: Advanced MS Project functionalities for effective project planning •
- Topic 3: Hands-on project management with MS Project •
- Reflection & Review: Interactive session on project planning using MS Project •

## Day 3: Project Portfolio Management

- Topic 1: Understanding project portfolio management •
- Topic 2: Application of MS Project in project portfolio management •
- Topic 3: Case study analysis of project portfolio management •
- Reflection & Review: Review of project portfolio management concepts •

## Day 4: Agile Project Management

- Topic 1: Introduction to agile project management •
- Topic 2: Role of an agile project manager •
- Topic 3: Agile project management training with MS Project •
- Reflection & Review: Discussion on agile project management principles and practices •

## Day 5: Certification Preparation

- Topic 1: Overview of Microsoft project management certification •
- Topic 2: Strategies on how to get certification course •
- Topic 3: Mock examination and review •
- Reflection & Review: Final Q&A and course feedback session •

## How This Course is Different from Other The Advanced MS Project Training: A Microsoft Project Certification Training Courses:

Our course stands out from other Microsoft Project training courses due to its comprehensive coverage of both technical and management aspects of project management. We don't limit our focus to just the MS Project 2016 training or advanced MS Project functionalities. We integrate project management office strategies, project management fundamentals, agile project management training, and offer detailed guidelines on how to get a certification course. This blend of tools and techniques offers a comprehensive learning experience, setting our course apart.



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## فئات الدورات التدريبية



HR TRAINING & DEVELOPMENT

دورات إدارة و تطوير الموارد البشرية



دورات إدارة و تحليل البيانات ودورات علم البيانات



دورات إدارة الجودة وتطوير العمليات



الدورات التدريبية في مجال البيئة والاستدامة



دورات التسويق وإدارة علاقات العملاء وإدارة المبيعات



دورات التدريب القانوني والمشتريات والتعاقدات



دورات الاتصال الجماهيري و السياسات والعلاقات العامة



دورات النظم السبراني ودورات تقنية المعلومات



دورات الصيانة ودورات المجالات الهندسية المتنوعة



دورات الصحة والسلامة والأمن المهني



دورات السكرتارية و إدارة المكاتب



دورات الحوكمة وإدارة المخاطر والامتثال



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## فئات الدورات التدريبية



دورات معتمدة من قبل هيئات دولية



دورات في مجالات القيادة والإدارة



دورات المهارات الشخصية وتطوير الذات



دورات المحاسبة و التمويل و دورات الإدارة  
المالية



دورات مكتب إدارة المشاريع وإدارة المشاريع  
الرشيقية

## مدن التدريب



أمستردام - هولندا



أكرا - غانا



أثينا - اليونان



أبوظبي - الإمارات العربية المتحدة



الدوحة - قطر



الدار البيضاء - المغرب



الجبيل - المملكة العربية السعودية



اسطنبول - تركيا



المنامة - مملكة البحرين



الكويت - الكويت



القاهرة - مصر



الرياض - المملكة العربية السعودية



بانكوك - تايلند



بالي - جمهورية إندونيسيا



بأكو - أذربيجان



باريس - فرنسا

## مدن التدريب



تيليسي - جورجيا



بوكيت - تايلاند



برشلونة - إسبانيا



براغ - جمهورية التشيك



دبي - الإمارات العربية المتحدة



جوهانسبرغ - جنوب إفريقيا



جنيف - سويسرا



جاكرتا - جمهورية إندونيسيا



سيول - كوريا الجنوبية



سان دييغو - الولايات المتحدة الأمريكية



زنجبار - تنزانيا



روما - إيطاليا



طشقند - أوزبكستان



طرابزون - تركيا



شيكاغو - الولايات المتحدة الأمريكية



شرم الشيخ - مصر

## مدن التدريب



فيينا - النمسا



عن بعد - منصة زووم



عمان - المملكة الأردنية الهاشمية



طوكيو - اليابان



لندن - المملكة المتحدة



لانكاوي - ماليزيا



كاب تاون - جنوب إفريقيا



كوالالمبور - ماليزيا



مونتره - سويسرا



مسقط - سلطنة عمان



مدريد - إسبانيا



ماربيا - إسبانيا



نيس - فرنسا



نairobi - كينيا



ميونخ - ألمانيا



ميلان - إيطاليا

# WHO WE ARE

Agile Leaders is a renowned training center with a team of experienced experts in vocational training and development. With 20 years of industry experience, we are committed to helping executives and managers replace traditional practices with more effective and agile approaches.

## OUR VISION

We aspire to be the top choice training provider for organizations seeking to embrace agile business practices. As we progress towards our vision, our focus becomes increasingly customer-centric and agile.

## OUR MISSION

We are dedicated to developing value-adding, customer-centric agile training courses that deliver a clear return on investment. Guided by our core agile values, we ensure our training is actionable and impactful.

## WHAT DO WE OFFER

At Agile Leaders, we offer agile, bite-sized training courses that provide a real-life return on investment. Our courses focus on enhancing knowledge, improving skills, and changing attitudes. We achieve this through engaging and interactive training techniques, including Q&As, live discussions, games, and puzzles.



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## CONTACT US

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