HYBRID PROJECT MANAGEMENT: THE NEW NORM

Code: HPM1

2 DAYS COURSE OUTLINE

conducted by:

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ABOUT TREXX CONSULTANCY

Trexx Consultancy has been a leader in project management training since 2020. Located at Kuala Lumpur and Penang, we provide a range of training and consultancy services related to project management, as well as other topics such as soft skills, human resources, finance, health and safety, engineering, and team building. Trexx Consultancy Sdn. Bhd. was established to provide comprehensive training and consultancy services designed to enhance the competitive edge of our clients.

Our mission is to support the development of client teams through targeted upskilling, delivered by professional trainers who are subject matter experts. We emphasize the importance of offering long-term support to our clients and are committed to helping them build and grow their workforce through customized training programs.

With us being a registered HRD Corp Training Provider, all our training sessions are HRDC claimable under SBL Khas, with the training costs covered directly by HRDC through companies' monthly contributions. We also assist with all necessary documentation and information required to claim your HRD levy.

Ir.Ts. PRAKASH RAJAH

Lead Project Management Trainer

SUMMARY

Equipped with more than 20years of corporate working experience in areas such as operations, R&D, technology transfer, product design, project management and marketing. Owner of several patents & publications. Strong believer of experiential learning and aims to incorporate examples of real events based on his own experience while facilitating.

AREAS OF EXPERTISE

- Traditional Project Management
- Agile Framework
- Scrum Methodology
- Hybrid Project Management

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CREDENTIALS

Bachelor of Eng (Elec – Telecomm.), UTM 2005
Master of Business Administration, UPM 2007
Corporate Member of IEM (MIEM), IEM 2024
Professional Engineer, BEM 2024
Professional Technologist, MBOT 2020
Project Management Professional (PMP), PMI 2014
Certified Scrum Master (CSM), Scrum All 2015
Agile Certified Practitioner (ACP), PMI 2020
Certified Senior Project Manager, AIPM 2025
Certified Project Management Trainer, AIPM 2025
Accredited Trainer (TTT), HRDC 2020
4 Patents & various white paper publications

WORK EXPERIENCE

Product Management | 2022-2025 | Austrian MNC
Manage revenue, pricing, distribution, key projects & customer engagement for a portfolio of products

Project Management | 2014-2021 | German MNC
Lead new product development using traditional & Agile methodology

Product Engineering | 2005-2014 | US MNC
Manage daily operations, yield, technology transfer & new product introduction

LANGUAGE

English, Malay, Tamil

COURSE SYNOPSIS

It was found in a study that 9.4% of cost invested in new product or service development is wasted due to poor project management practices. Meanwhile 44% of businesses strongly claimed that the final product or service was of higher quality when validated project management practices were applied during the development phase. Project management helps not only helps control the development cost and timeline but also aligns organizational activities to the business strategy.

For industries with less complex environments, the best suited project management framework is the traditional or waterfall approach. The approach is well structured to achieve the objectives that were set at the beginning of the project. However markets are generally changing quickly and frequently these days. Many companies are therefore restructuring themselves to be more agile in order to meet these challenges with flexibility and adaptability. Agile principles need to be practiced regardless of the project management approach in order to be able to deliver the desired results. As such having agile leaders within the organization is important in order to grasp the principles & apply them accordingly.

This course will provide an introduction to hybrid project management framework that will combine the traditional and agile project management approach. Participants will be enriched with knowledge of project lifecycle stages, requirements, challenges and agile-based practices which are complemented with real life examples. Participants will also be exposed to project management tools, techniques & templates that could be used to effectively handle projects within their respective organizations.

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TRAINING OUTCOME

After having attended this training, participants would be able to:

- ·Understand the traditional Project Life Cycle (PLC) phases
- ·Apprehend the roles and responsibilities of project managers and project team members
- ·Understand agile values, principles and methodologies
- ·Develop an agile mindset within self & own team
- Choosing the correct project framework according to project needs
- ·Project scope, timeline and cost calculation methods & practical
- ·Establish the critical path of project
- ·How to execute project plans effectively and efficiently
- ·Project risk identification and mitigation
- ·Identifying communication methods, escalation paths and managing stakeholders
- ·Learn how to incorporate traditional & agile practices when managing projects to enhance project succes
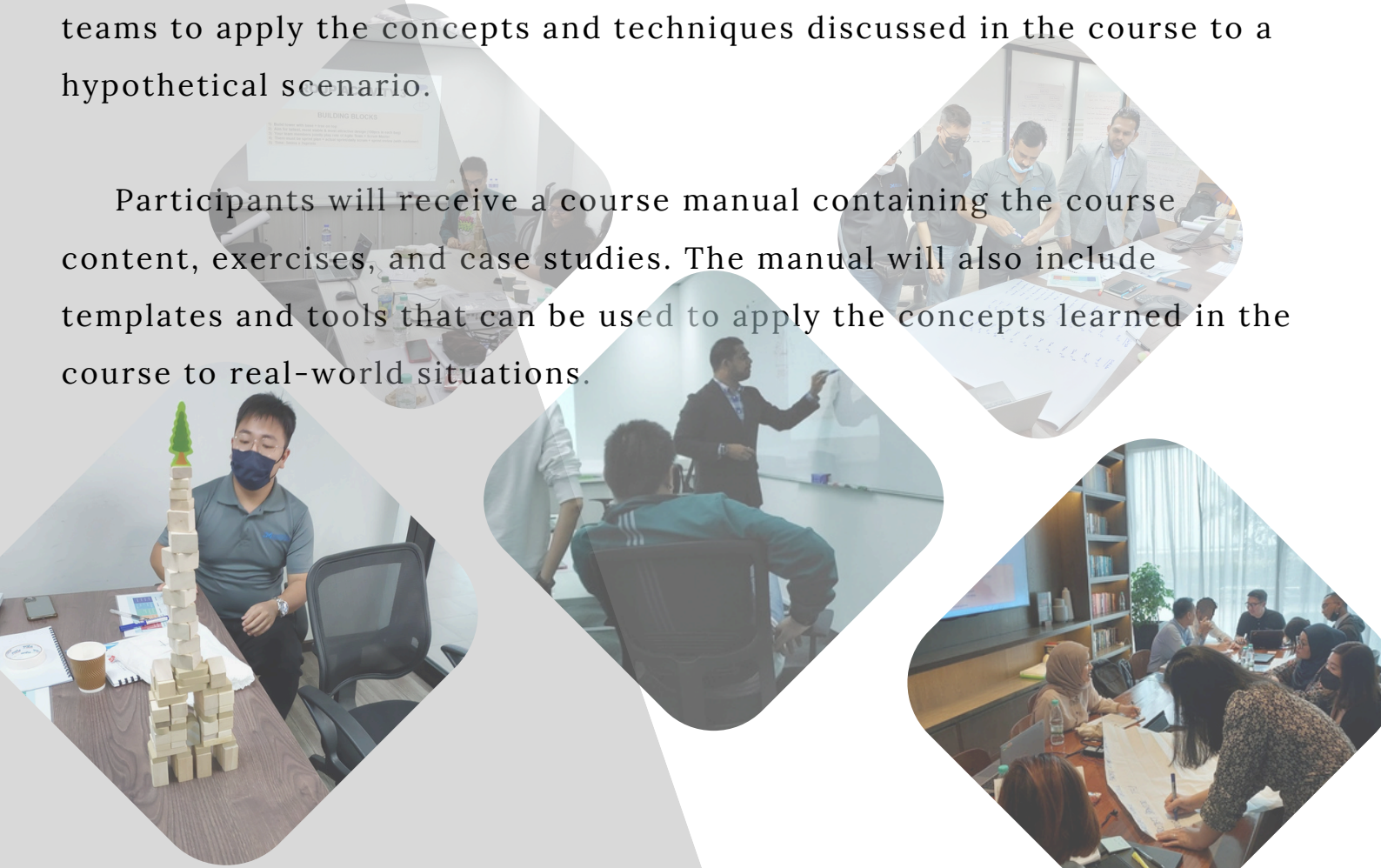
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LEARNING METHODOLOGY

The course will use a combination of lectures, discussions, case studies, and exercises to facilitate learning. Participants will work in teams to apply the concepts and techniques discussed in the course to a hypothetical scenario.

Participants will receive a course manual containing the course content, exercises, and case studies. The manual will also include templates and tools that can be used to apply the concepts learned in the course to real-world situations.

WHO SHOULD ATTEND

Project managers, program managers, project team members, project assistants, executives, engineers, managers and any person involved in managing any type of project in any industry and has no formal project management training before.

COURSE SCHEDULE

DAY 1

Introduction
- *Basic introduction of the training agenda*
- *Gage learning expectation from participants*
- *Understanding how projects are run at participant's organization*

Pre-Test

Module 1: Introduction to Hybrid Project Management
- Definition of project
- Traditional vs Agile: Benefits & When to use
- Hybrid Project Management

Morning Break

Module 2: Project Initiation
- *How to justify the start of a project*
- *Project ROI (Return of Investment) calculation*
- *Establishing the project scope, exclusions & constraints*
- *Project charter template & presentation to management and project sponsor*
- *Team member identification & introduction*

Group Activity 1: Sample project charter creation based on hypothetical situation

DAY 1

Lunch Break

Presentation 1: Project Failure

Module 3: Project Planning - Scope
- Types of plans during the project lifecycle
- What is scope planning
- Collecting requirements to define the scope
- Breaking down the project scope into Work Breakdown Structure (WBS) template

Group Activity 2: Master the techniques of identifying & establishing the project scope. The key output is to create a work breakdown structure (WBS) for a hypothetical project.

Tea Break

Module 3: Project Planning - Schedule
- Breaking down the scope into actual activities & task
- Methods: parametric estimation, analogous estimation, PERT
- Determining the project schedule
- Example of Gantt Chart template

Recap of Day 1 Learning & Key Take Away

DAY 2

Recap of Day 1 Learning

Module 4: Project Planning - Costing
- Why is the estimation of project cost important
- Methods: PERT, parametric estimation, analogous estimation
- Determining the project budget

Group Activity 3: Timeline & cost estimation for a hypothetical project.

Morning Break

Module 5: Project Planning - Risk Management
- Definition & importance of project risk management
- Types of risk in a project
- Identifying risk & formulating a risk response
- Creating a risk register

Module 6: Project Planning - Communications Management
- Communications being an important project management skill
- Types of Communication Method
- Identifying project stakeholders & communicating effectively to them
- Methods & templates for reporting

Module 7: Project Execution, Monitoring & Control
- Reviewing the Project Execution Plan (PEP)
- How to monitor, control & manage changes in the project
- Tips for a successful project execution

Group Activity 4: Actual hands-on team project exercise.

Lunch Break

Presentation 2: Project of the Year presentation

COURSE SCHEDULE

DAY 2

Case Study: Traditional Project Management

Module 9: Project Closure
- Verifying the final project outcome vs requirement
- The importance of project documentation
- Lessons learned template

Module 10: Deep Dive into Agile & Scrum
- Agile core values, process model, principles
- Benefits of practicing Agile
- Agile process frameworks & methodologies
- Scrum Model & How it works practically

Module 11: Agile Mindset and Culture
- Definition of Agile mindset
- Comparing traditional vs agile mindset
- Cultivating agile mindset within leaders & their team

Case Study: Agile Application

Tea Break

Module 12: Applying hybrid project management best practices
- Examine current gaps & pitfalls from traditional & agile
- Applying adaptive (agile) practices into predictive (traditional)
- How to optimize projects with a hybrid project management approach

Recap of Day 2 Learning & Key Take Away

Post Test
Summary of training, gathering feedback and official closure of training

THANK YOU

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