

بخشی از دوره مدیریت پروژه براساس PMBOK

ابزارها و تکنیک‌های مدیریت پروژه در یک نگاه

Project Management Tools & Techniques

Based On PMBOK 6th Edition

Part 1- Introduction

TOOLS AND TECHNIQUES (PMBOK® GUIDE - SIXTH EDITION)

Data Gathering Tools and Techniques

- Used to collect data and information from a variety of sources.
- There are nine data gathering tools and techniques.

Data Analysis Tools and Techniques

- Used to organize, assess, and evaluate data and information.
- There are 27 data analysis tools and techniques.

Data Representation Tools and Techniques

- Used to show graphic representations or other methods used to convey data and information.
- There are 15 data representation tools and techniques.

Decision-Making Tools and Techniques

- Used to select a course of action from different alternatives.
- There are two decision-making tools and techniques.

Communication Skills Tools and Techniques

- Used to transfer information between stakeholders.
- There are two communication skills tools and techniques.

Interpersonal and Team Skills Tools and Techniques

- Used to effectively lead and interact with team members and other stakeholders.
- There are 17 interpersonal and team skills tools and techniques.

Ungrouped Tools and Techniques

- There are 59 ungrouped tools and techniques.

DATA GATHERING TOOLS AND TECHNIQUES

Benchmarking

Brainstorming

Check sheets

Checklists

Focus groups

Interviews

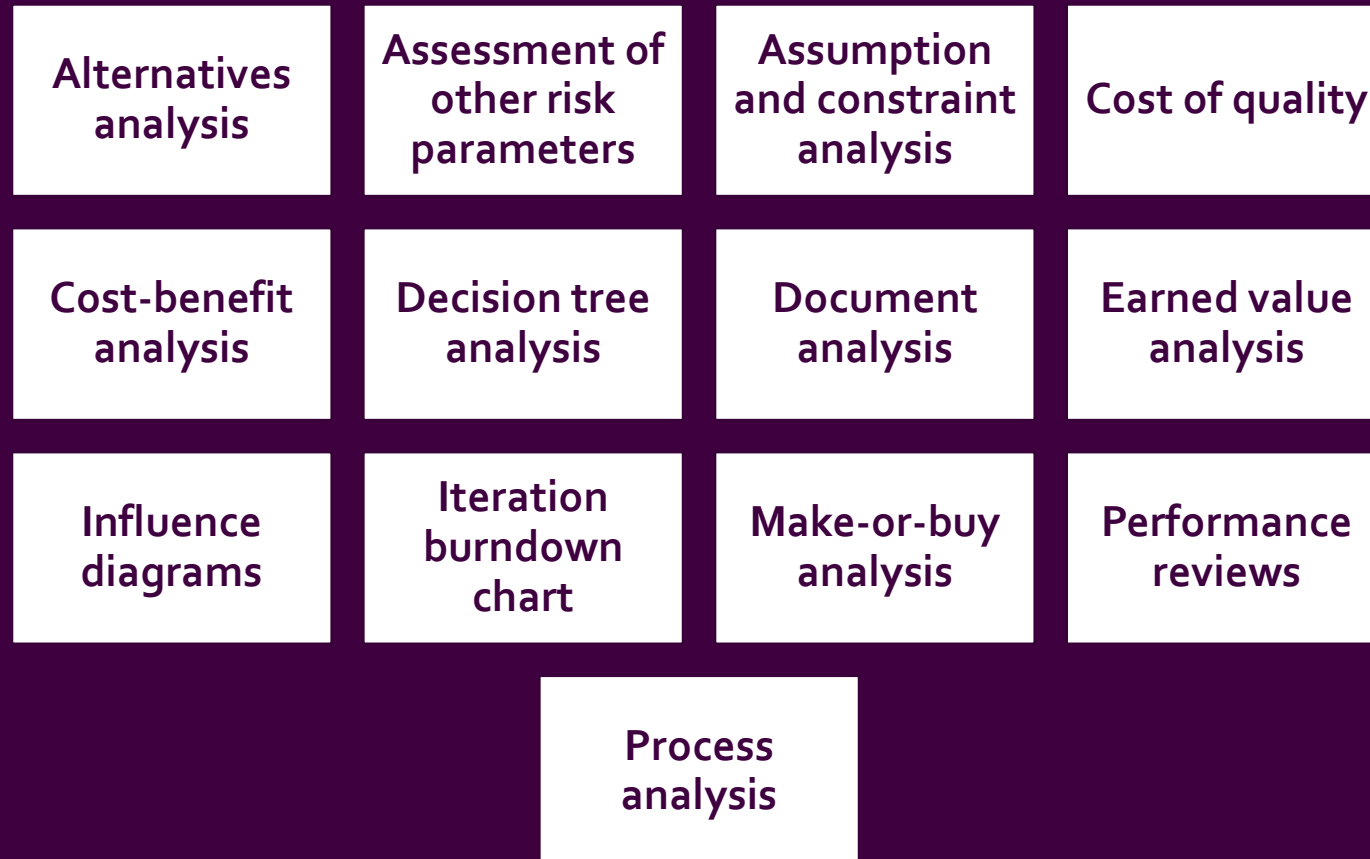
Market
research

Questionnaires
and surveys

Statistical
sampling

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DATA ANALYSIS TOOLS AND TECHNIQUES (1/2)



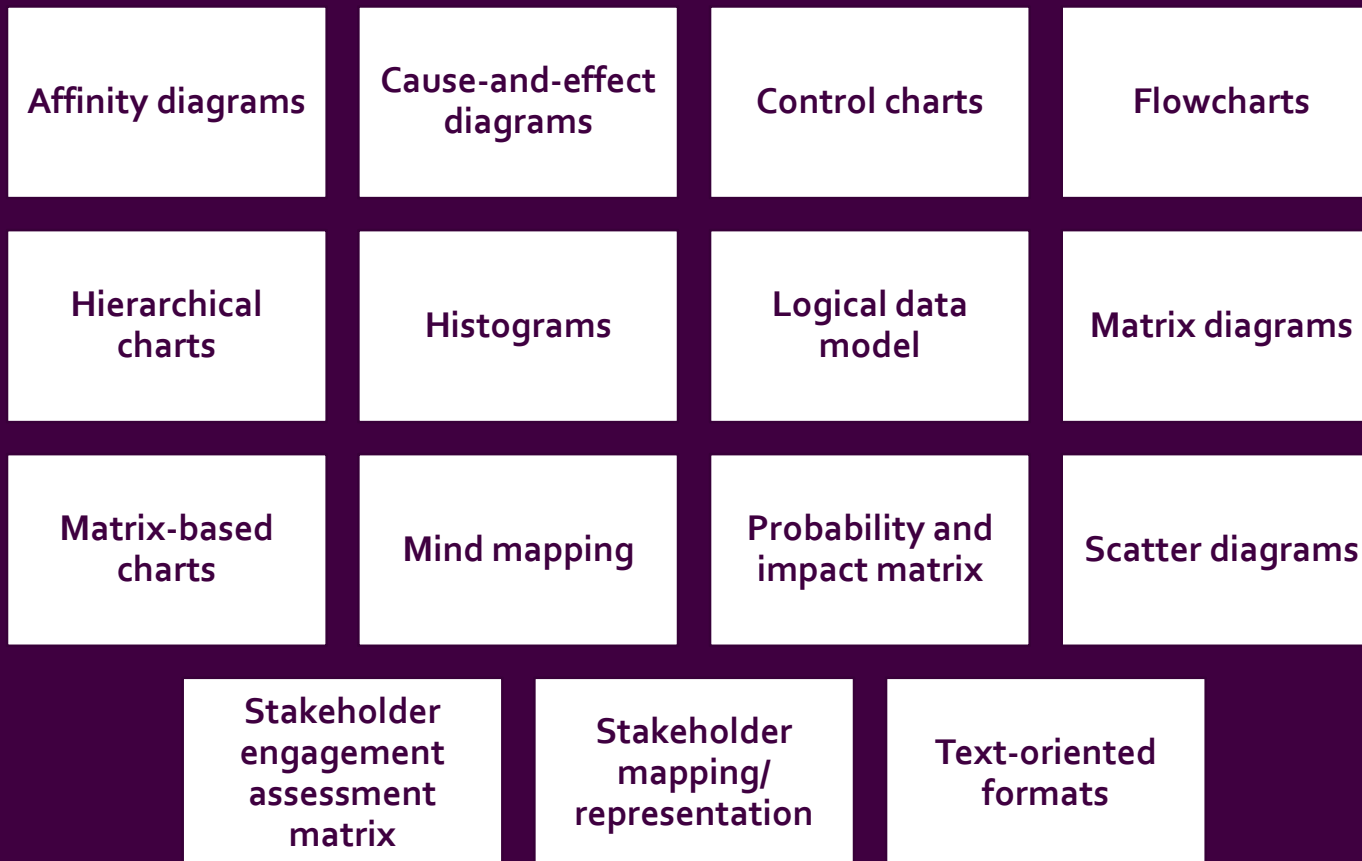
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DATA ANALYSIS TOOLS AND TECHNIQUES (2/2)

Proposal evaluation	Regression analysis	Reserve	Risk data quality assessment
Risk probability and impact assessment	Root cause analysis	Sensitivity analysis	Simulation
Stakeholder analysis	SWOT analysis	Technical performance analysis	Trend analysis
	Variance analysis	What-if scenario analysis	

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DATA REPRESENTATION TOOLS AND TECHNIQUES



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DECISION-MAKING TOOLS AND TECHNIQUES & COMMUNICATION SKILLS TOOLS AND TECHNIQUES

Decision-Making Tools and Techniques

- Multi-criteria decision analysis
- Voting

Communication Skills Tools and Techniques

- Feedback
- Presentations

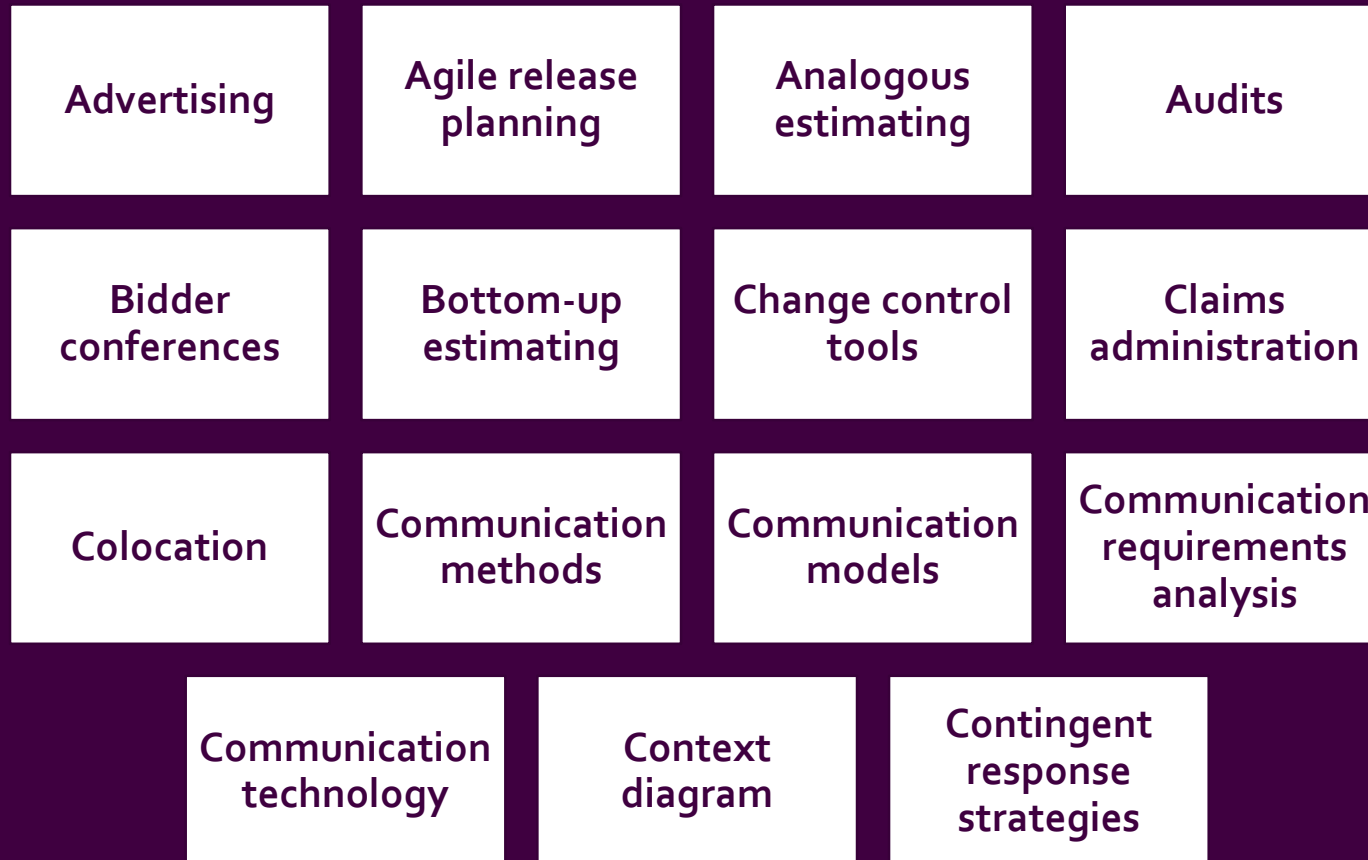
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INTERPERSONAL AND TEAM SKILLS TOOLS AND TECHNIQUES



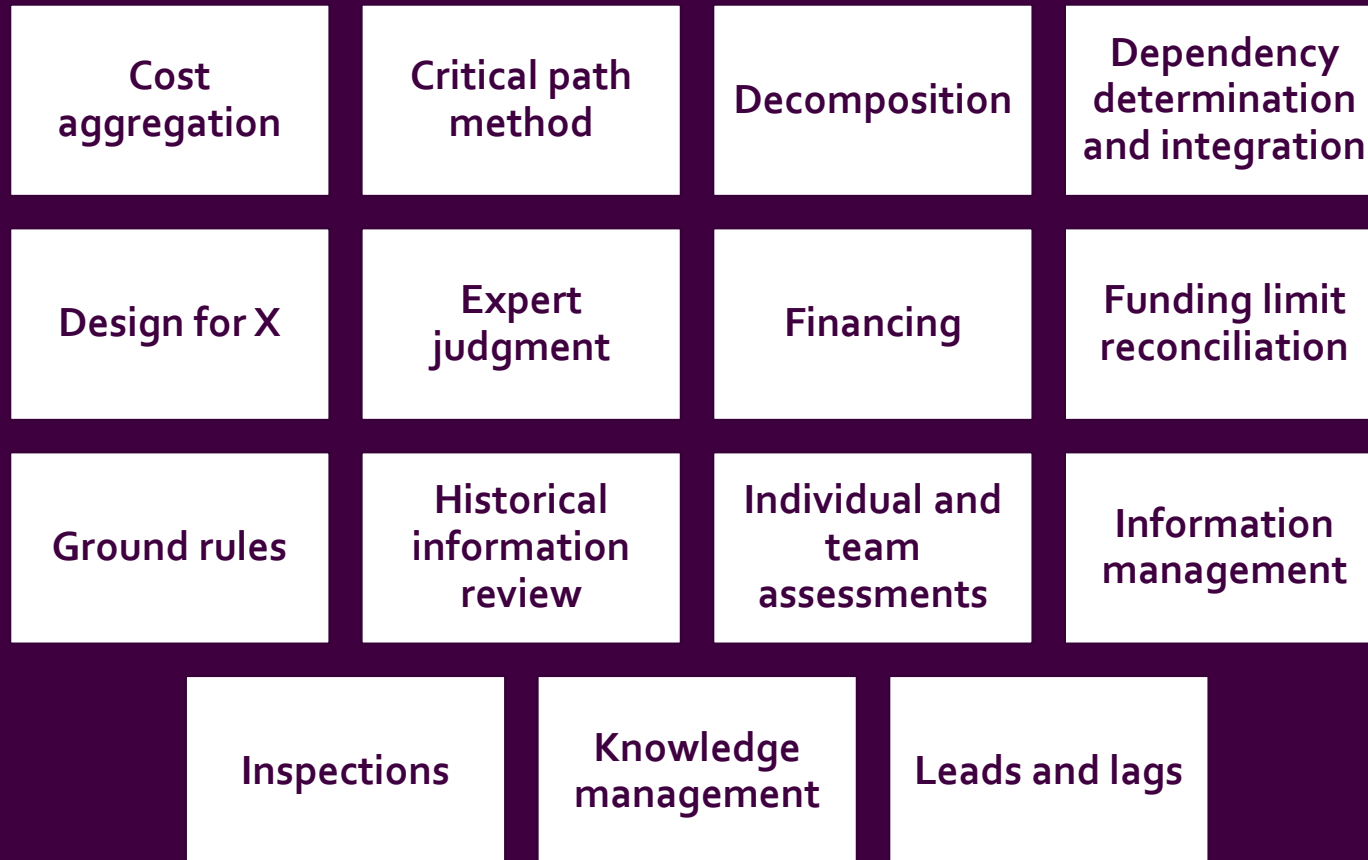
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UNGROUPED TOOLS AND TECHNIQUES (1/4)



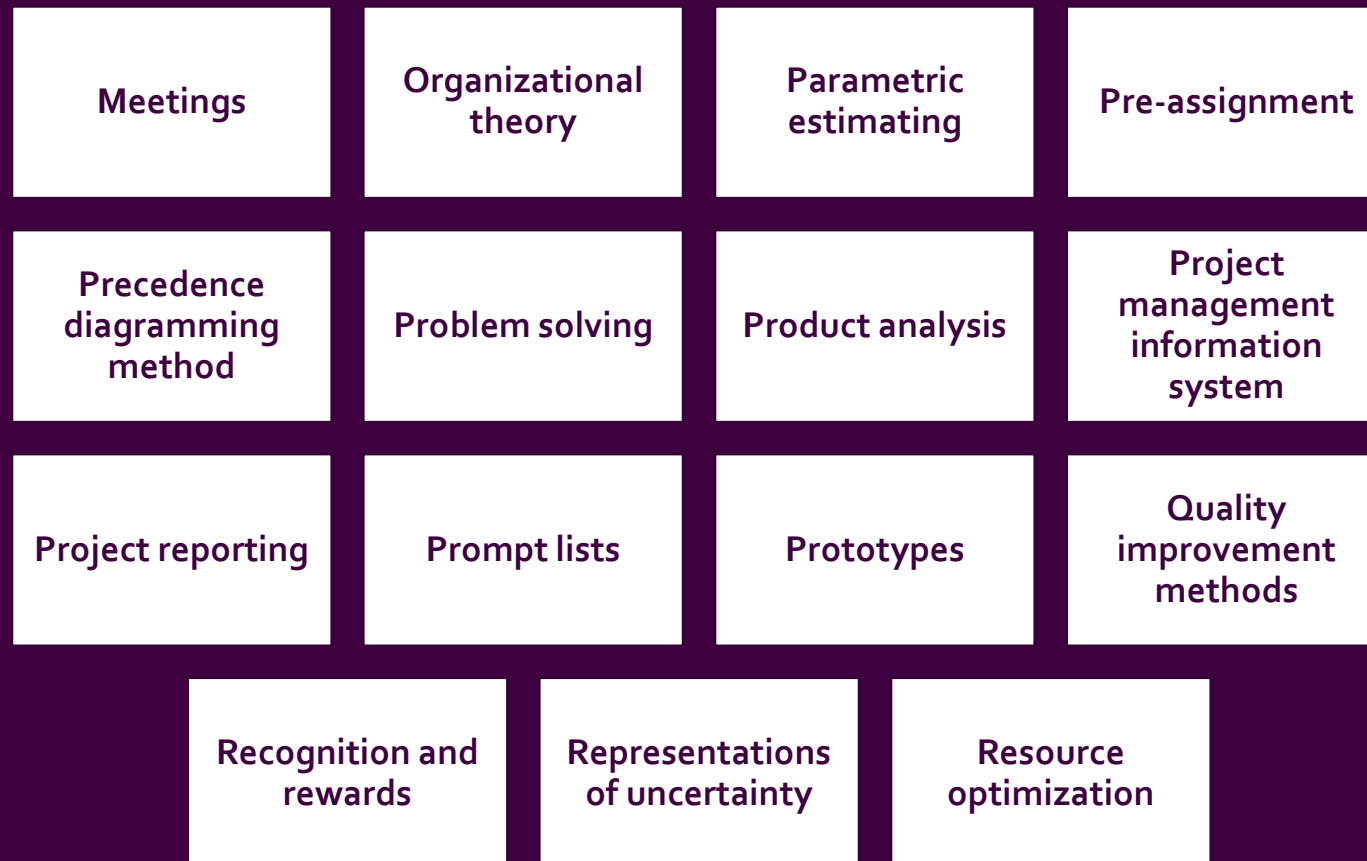
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UNGROUPED TOOLS AND TECHNIQUES (2/4)



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UNGROUPED TOOLS AND TECHNIQUES (3/4)



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UNGROUPED TOOLS AND TECHNIQUES (4/4)

Risk categorization	Rolling wave planning	Schedule compression	Schedule network analysis
Source selection analysis	Strategies for opportunities	Strategies for overall project risk	Strategies for threats
Test and inspection planning	Testing/product evaluations	Three-point estimating	To-complete performance index
	Training	Virtual teams	

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معرفی و تماس

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➤ مزدک عبائی

➤ مشاور و دستیار رییس هیات مدیره شرکت کیسون

➤ مشاور و مدرس مدیریت پروژه و مدیریت قراردادها

➤ مدیر سابق PMO در شرکت های کیسون و مهاب قدس

➤ مدیر سابق دفتر هماهنگی خدمات مدیریت شرکت سابیر

➤ مدیر سابق برنامه ریزی و تعالی سازمانی شرکت تهران جنوب

➤ دارای گواهی نامه های PMI-PMP و PMI-PBA

➤ کارشناس ارشد مهندسی و مدیریت ساخت (دانشگاه تهران)

➤ کارشناس مهندسی عمران (دانشگاه صنعتی شریف)

➤ سابقه تدریس در بیش از ۱۹۰ دوره و کارگاه آموزشی در زمینه های مدیریت پروژه، مدیریت قراردادها و دعاوی، تعالی مدیریت پروژه و مهندسی ارزش