
COURSE OUTLINE

Artificial Intelligence (AI) is transforming project management by automating tasks, optimizing workflows, and improving decision-making. This course explores how AI-powered tools assist with scheduling, risk management, resource allocation, and collaboration. Participants will learn how to integrate AI solutions into their project workflows, address ethical considerations, and balance AI-driven insights with human expertise. Through hands-on activities and discussions, project managers will gain the skills to effectively leverage AI while maintaining strategic control over their projects.

This one-day workshop will teach participants how to:

- Explain how AI enhances planning, scheduling, risk management, and communication in projects.
- Demonstrate how AI-powered automation improves scheduling efficiency and prevents delays.
- Identify potential project risks and utilize predictive analytics to mitigate challenges.
- Explain how AI-driven tools enhance team collaboration and decision-making.
- Implement AI-based automation to streamline repetitive tasks and improve efficiency.
- Discuss ethical considerations, biases, and data security issues in AI-powered project management.

Course Overview

You will spend the first part of the day getting to know participants and discussing what will take place during the workshop. Students will also have an opportunity to identify their personal learning objectives.

Understanding AI in Project Management

In this session, participants will explore key AI technologies and their role in project management. They will learn how AI-driven tools enhance efficiency while discussing challenges like data dependency and ethical considerations.

AI for Planning and Scheduling

In this session, participants will explore how AI predicts delays, reallocates resources, and prevents bottlenecks before they occur. They will also discuss challenges such as data accuracy and the need for human oversight in decision-making.

AI and Risk Management

In this session, participants will explore how AI-driven early warning systems provide proactive alerts, allowing teams to adjust schedules, reallocate resources, and prevent project setbacks. They will also discuss the importance of high-quality data and the need for human oversight in AI-driven risk management.

Communications and Collaboration

In this session, participants will explore how chatbots handle repetitive queries, send reminders, and automate updates, reducing project managers' workload. They will also examine how virtual assistants analyze team performance, schedule meetings, and summarize key discussions, ensuring better organization and efficiency.

Data Analysis and Decision-Making

In this session, participants will explore how AI detects patterns and anomalies, predicts risks before they escalate, and optimizes resources by balancing workloads and monitoring spending. They will also examine AI-driven decision support systems that provide data-driven recommendations for improving schedules, budgets, and risk management.

AI and Task Automation

In this session, participants will explore how AI automates scheduling, reminders, record-keeping, and reporting. They will also examine the benefits of AI-driven workflow automation.

Understanding AI Limitations

In this session, participants will examine the limitations of AI in decision-making and explore the importance of human oversight. They will discuss scenarios where AI-driven recommendations may be incomplete or biased and consider how managers can ensure ethical AI use through transparency, accountability, and fairness.

Addressing Data Challenges

In this session, participants will examine some of the challenges AI faces when handling data, including integration issues, privacy concerns, and security risks. They will discuss strategies to mitigate these risks, such as data encryption, access controls, and compliance with privacy regulations.

Case Studies and Real-World Examples

In this session, participants will explore real-world examples of AI in project management. They will learn how companies like Siemens, Microsoft, and IBM have used AI to enhance efficiency, and examine cases where AI implementation failed due to unclear goals or lack of adoption.

Future of AI in Project Management

In this session, participants will look at key trends, such as digital twins for real-time project monitoring, NLP-driven communication tools, and intelligent automation for workflow optimization. They will also discuss ethical AI considerations, including bias prevention and transparency in decision-making.

Using AI Tools

In this session, participants will explore three AI tools: ChatGPT, Asana AI, and Otter.ai. They will generate project meeting notes, reports, and summaries to assess AI's capabilities and limitations. They will also apply these tools to real-world project scenarios.

Workshop Wrap-Up

At the end of the course, students will have an opportunity to ask questions and fill out an action plan.