

PROJECT MANAGEMENT | COURSE BROCHURE

# IT Project Delivery and Vendor Coordination

5 days | Classroom training | English

**SMART HORIZON**

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London W2 6BD, United Kingdom

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https://smarthorizon.uk



# Course content

## Why attend

IT projects increasingly depend on software vendors, integrators and cloud providers. This course helps project managers deliver IT projects with multiple vendors: defining scope and contracts, coordinating integrations, managing testing and data migration, handling vendor performance and planning cutover and go-live.

Many IT projects stall at the boundaries between vendors. You will learn to coordinate suppliers into one delivery team.

## Professional Problems This Course Is Designed to Solve

• Difficulty translating subject knowledge into practical workplace decisions.
• Inconsistent approaches to the activities covered in the course outline.
• Lack of a structured plan for applying and reviewing new skills.

## Course methodology

IT project case studies, vendor coordination simulations, test and cutover planning workshops.

## Course objectives

By the end of this course, participants will be able to:
• Plan IT projects involving multiple vendors
• Define scope, responsibilities and contracts
• Coordinate integrations and dependencies
• Manage testing, data migration and quality
• Monitor and manage vendor performance
• Plan cutover, go-live and support

## Target audience

This course is suitable for:
• IT project managers
• Programme managers
• IT vendor managers
• Business project leads
• PMO staff



# Course content

## Target competencies

Participants will develop competencies in:

- Vendor coordination
- Integration management
- Test management
- Cutover planning
- Performance management

## Course outline

### Day 1: IT Project Landscape

| | |
|---|---|
| **09:00–10:08** | Types of IT projects |
| **10:08–11:00** | Vendor ecosystems |
| **11:00–11:30** | **Coffee break** |
| **11:30–11:45** | Vendor ecosystems (continued) |
| **11:45–12:53** | Common failure points |
| **12:53–14:00** | Case study |

### Day 2: Scope and Contracts

| | |
|---|---|
| **09:00–10:08** | Statements of work |
| **10:08–11:00** | Responsibility matrices |
| **11:00–11:30** | **Coffee break** |
| **11:30–11:45** | Responsibility matrices (continued) |
| **11:45–12:53** | Commercial models |
| **12:53–14:00** | Exercise |

### Day 3: Integration and Testing

| | |
|---|---|
| **09:00–10:08** | Integration planning |
| **10:08–11:00** | Test phases |
| **11:00–11:30** | **Coffee break** |



# Course content

| | |
|---|---|
| **11:30–11:45** | Test phases (continued) |
| **11:45–12:53** | Defect management |
| **12:53–14:00** | Workshop |

## Day 4: Data Migration and Vendors

| | |
|---|---|
| **09:00–10:08** | Migration strategy |
| **10:08–11:00** | Vendor performance |
| **11:00–11:30** | **Coffee break** |
| **11:30–11:45** | Vendor performance (continued) |
| **11:45–12:53** | Escalation |
| **12:53–14:00** | Simulation |

## Day 5: Go-Live

| | |
|---|---|
| **09:00–10:08** | Cutover plans |
| **10:08–11:00** | Hypercare |
| **11:00–11:30** | **Coffee break** |
| **11:30–11:45** | Hypercare (continued) |
| **11:45–12:53** | Transition to support |
| **12:53–14:00** | Action plan |

The timings provided are estimates and may vary depending on the number of participants and the discussions taking place during the sessions. They are indicative only and do not constitute a binding commitment.



# Course content

## Dates, venues and fees

Current published course plans. Fees are per participant in GBP, excluding unconfirmed taxes.

| Venue | Start date | End date | Fee (GBP) |
|---|---|---|---|
| Frankfurt<br>Confirmed dates | 16 Nov 2026 | 20 Nov 2026 | **£2,650.–** |
| Online<br>Confirmed dates | 16 Nov 2026 | 20 Nov 2026 | **£1,250.–** |
| Cape Town<br>Confirmed dates | 7 Dec 2026 | 11 Dec 2026 | **£1,890.–** |
| Online<br>Confirmed dates | 7 Dec 2026 | 11 Dec 2026 | **£1,250.–** |
| Paris<br>Confirmed dates | 11 Jan 2027 | 15 Jan 2027 | **£2,860.–** |
| Online<br>Confirmed dates | 11 Jan 2027 | 15 Jan 2027 | **£1,250.–** |
| Dubai<br>Confirmed dates | 25 Jan 2027 | 29 Jan 2027 | **£3,150.–** |
| Online<br>Confirmed dates | 25 Jan 2027 | 29 Jan 2027 | **£1,250.–** |
| Cape Town<br>Confirmed dates | 15 Feb 2027 | 19 Feb 2027 | **£1,890.–** |



# Course content

## Dates, venues and fees (continued)

| Venue | Start date | End date | Fee (GBP) |
|---|---|---|---|
| Online<br>Confirmed dates | 15 Feb 2027 | 19 Feb 2027 | **£1,250.–** |
| Rome<br>Confirmed dates | 8 Mar 2027 | 12 Mar 2027 | **£2,450.–** |
| Online<br>Confirmed dates | 8 Mar 2027 | 12 Mar 2027 | **£1,250.–** |
| Dubai<br>Confirmed dates | 29 Mar 2027 | 2 Apr 2027 | **£3,150.–** |
| Online<br>Confirmed dates | 29 Mar 2027 | 2 Apr 2027 | **£1,250.–** |
| Barcelona<br>Confirmed dates | 19 Apr 2027 | 23 Apr 2027 | **£2,840.–** |
| Online<br>Confirmed dates | 19 Apr 2027 | 23 Apr 2027 | **£1,250.–** |
| Istanbul<br>Confirmed dates | 3 May 2027 | 7 May 2027 | **£2,650.–** |
| Online<br>Confirmed dates | 3 May 2027 | 7 May 2027 | **£1,250.–** |



# Course content

## Dates, venues and fees (continued)

| Venue | Start date | End date | Fee (GBP) |
|---|---|---|---|
| London<br>Confirmed dates | 24 May 2027 | 28 May 2027 | **£2,450.-** |
| Online<br>Confirmed dates | 24 May 2027 | 28 May 2027 | **£1,250.-** |
| Kuala Lumpur<br>Confirmed dates | 14 Jun 2027 | 18 Jun 2027 | **£1,450.-** |
| Online<br>Confirmed dates | 14 Jun 2027 | 18 Jun 2027 | **£1,250.-** |
| Dubai<br>Confirmed dates | 5 Jul 2027 | 9 Jul 2027 | **£3,150.-** |
| Online<br>Confirmed dates | 5 Jul 2027 | 9 Jul 2027 | **£1,250.-** |
| Rome<br>Confirmed dates | 26 Jul 2027 | 30 Jul 2027 | **£2,450.-** |
| Online<br>Confirmed dates | 26 Jul 2027 | 30 Jul 2027 | **£1,250.-** |
| London<br>Confirmed dates | 9 Aug 2027 | 13 Aug 2027 | **£2,450.-** |



# Course content

## Dates, venues and fees (continued)

| Venue | Start date | End date | Fee (GBP) |
|---|---|---|---|
| Online<br>Confirmed dates | 9 Aug 2027 | 13 Aug 2027 | **£1,250.-** |
| Vienna<br>Confirmed dates | 30 Aug 2027 | 3 Sept 2027 | **£2,940.-** |
| Online<br>Confirmed dates | 30 Aug 2027 | 3 Sept 2027 | **£1,250.-** |
| Amsterdam<br>Confirmed dates | 20 Sept 2027 | 24 Sept 2027 | **£2,540.-** |
| Online<br>Confirmed dates | 20 Sept 2027 | 24 Sept 2027 | **£1,250.-** |
| Barcelona<br>Confirmed dates | 11 Oct 2027 | 15 Oct 2027 | **£2,840.-** |
| Online<br>Confirmed dates | 11 Oct 2027 | 15 Oct 2027 | **£1,250.-** |
| Rome<br>Confirmed dates | 1 Nov 2027 | 5 Nov 2027 | **£2,450.-** |
| Online<br>Confirmed dates | 1 Nov 2027 | 5 Nov 2027 | **£1,250.-** |



# Course content

## Dates, venues and fees (continued)

| Venue | Start date | End date | Fee (GBP) |
|---|---|---|---|
| Vienna<br>Confirmed dates | 15 Nov 2027 | 19 Nov 2027 | **£2,940.-** |
| Online<br>Confirmed dates | 15 Nov 2027 | 19 Nov 2027 | **£1,250.-** |
| Cape Town<br>Confirmed dates | 6 Dec 2027 | 10 Dec 2027 | **£1,890.-** |
| Online<br>Confirmed dates | 6 Dec 2027 | 10 Dec 2027 | **£1,250.-** |

## Plan your next step

Dates, availability, exact venue, taxes, inclusions and payment terms require written confirmation. This brochure is not a quotation, registration, booking confirmation or visa invitation. Participants receive a Smart Horizon UK certificate of attendance; programmes are not externally accredited and do not award a professional qualification or designation. Confirm arrangements before booking travel.

For group or in-house training, contact our learning team to discuss your objectives and delivery arrangements.

## Contact Smart Horizon

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View the latest course details online