

Certified Project Management Professionals

COURSE OUTLINE

Module one:

Introduction/Overview of Project Management

- What is a project, what is a program?
- Phases in the life cycle of projects and their significance
- Evaluating the need for the use of project management tool
- Project Management Metric
- Understanding the various aspects involved in project management
- Identifying the tools and techniques of project management at different stages of project progress.
- International Standards (PMI, IMA)

Module Two:

Project Initiation

- How is a project selected? Portfolio Management
- Selection of Numeric Models of Project
- Selection of Non-Numeric Models of Project
- Selection of Scoring Models of Project
- Selecting and Prioritizing Projects
- The Project Manager
- Essential Elements for Any Successful Project

Module Three:

Project Planning

- Defining a Project
- Planning a Project and acquiring Resources
- Project cost management
- Project risk management
- Developing the Work Breakdown Structure/Project Check-List
- Estimating the Work
- Developing the Project Schedule
- Determining the Project Budget

Module Four:

Project Execution

- Assembling the team
- Leading a Project: Team manager's/members Role and responsibilities
- Managing Project Communications
- Managing Expectations
- Keys to Better Project Team Performance
- Managing Differences
- Managing Vendors
- Project Processes
- Progress Reporting

Module Five:

Project Monitoring and Control

- Expecting Change
- Establishing Change management Control Procedures
- Assessing the impact of change

- Monitoring and controlling Project processes

Module Six:

Project Closure

- Satisfying the Project Check list
- Documenting Lessons learned
- Is the customer happy?
- Archiving Project documents