

Course Title

Project Management Professional

Course Introduction

This course would meet the 35 hours mandatory training requirements towards the PMP process. PMP is the most recognized certification in the field of project management.



Course Duration

5 days (8 hours/day)

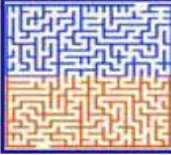
Learning Level

Advanced

Target Group

- Project Managers
- Project/ Team Leaders
- Consultants
- IT Managers
- Business Analysts
- Delivery Managers
- QA Analysts
- Civil, Mechanical, Electrical Engineers





Course Outline

Module 1:

Introduction to Project Management

- Project Management
- Project Constraints
- Understanding the Nature of Projects
- The Project Life Cycle
- Project Identification

Module 2:

The Project Initiation Stage
Identifying What has Triggered your Project
Project Management Roles
The Project Definition Document
The Product Description
Determining Project Goals
Brainstorming and Consultation: Determine Goals
Determining Project Specifications
Determine Project Deliverables
Determine Project Constraints
Determine Project Assumption
Presenting Your Business Case
Speaking to the Business Need
Presenting the Business Case
Completing the Project Definition Document

Module 3:

The Planning Stage
Determine the Scope of Work
Scope Management Plan
The Work Breakdown Structure (WBS)
Creating the Work Breakdown Structure, WBS
Unique WBS Identifiers
Determine Deliverable-Specific Task List
Define Task Descriptions
Planning the Time Element
Time Estimates
Time Estimate: Mathematical Method, PERT
PERT Calculations
Buffer Time
The Project Schedule
Project Schedule Charts
Updating Project Assumption & Time Constraints
Assigning Resources and Responsibility
Planning the Cost Element
Resource Identification
Cost Estimation Methods
Administrative Costs
Buffer Costs

Module 4:

Team Building for Project Leaders
Leadership vs. Management
Responsibilities of a Team Leader
Team Building Benefits
Team Selection
Team Communication
What is Conflict Resolution?
Motivating Teams
Coaching Teams

Module 5:

Motivation
Desires and Needs
Encouraging Performance
Morale
Improving Morale
Building Loyalty in Teams

Module 6:

Implementing the Project Plan
Implementing the Procurement Plan
Quality Control and Assurance Measures
Business Communication Model
Performance Tracking
Earned Value Analysis
Change Management
Budgetary Control Measures
Implementation Stage: Project Management Areas

Module 7:

The Closing Stage
Acceptance of Deliverables
Releasing Resources
Acceptance of Contracts
Disassembling Project Team Members
Project Documentation

Contact Us

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