

TITLE	DURATION
Project Management Fundamentals	24H

Audience

This course is intended for those who manage or expect to manage projects as part of their work and are at entry level proficiency.

Prerequisites

Some project management experience is helpful but not required. Project team experience is very desirable

Course Objective

To gain knowledge and skills that you need to:

- Apply principles defined in PMI's® PMBOK® Guide – Fourth Edition for initiating, planning, managing and closing projects
- Understand, apply, and communicate project management vocabulary, life cycles, processes, and knowledge areas for projects
- Develop a credible project management plan Manage the interaction of scope, schedule, and resources throughout the project lifecycle
- Measure, assess, and communicate project progress
- Close out a project

Course Outline

Defining the Project

- Key concepts in project management
- Initiating the project

- The project lifecycle
- Identifying Stakeholders
- Defining Requirements
- Defining Scope

Planning the Project

- Principles of project planning
- Creating the WBS
- Developing the schedule
- Developing the budget
- Managing risk
- Finalizing the project management plan

Managing and Closing the Project

- Managing the project
- Measuring and reporting progress
- Managing change
- Closing the project