

PROJECT MANAGEMENT *unstuck!*

Effective Steps to Success



This course provides you with the fundamentals of successful project management. You gain experience in developing and using project management tools such as Work Breakdown Structures, Risk Management Plans, Network Diagrams, Responsibility Assignment Matrices, and much more.

The methodologies of this course are based on the Project Management Institute Project Management Body of Knowledge, an accepted worldwide ANSI and IEEE standard.

What You Will Learn

As a participant, you will master:

- The importance of initiating, planning, executing, controlling and closing a project successfully
- The steps to use in managing small and large projects
- The importance of scope, time, cost, quality, human resource, procurement, risk, and integration in project management
- How to create buy-in with project stakeholders

How You Will Benefit

The benefits of attending this class include providing you with the fundamental knowledge you need for successfully planning and managing projects. The knowledge gained through this course will result in reduced cycle times for development, reduced cost, improved quality, and enhanced team collaboration.

Course Outline

In this course, we address:

- Overview, knowledge and processes
- Initiation
- Scope planning
- Activity sequencing
- Resource planning
- Activity Duration Estimating
- Risk Planning
- Scheduling
- Cost Estimating
- Project Plans
- Project Execution and Control
- Project Closing
- Leadership & Teaming
- Installing Project Management methods

Class exercises can be tailored to hardware, software, systems, or IT Projects.

Who Should Attend

Project managers, project coordinators, business analysts, project team members, functional supervisors and other business professionals working in projects

Delivery Format:

One day to three day instructor-led seminar