

PROJECT MANAGEMENT FUNDAMENTALS

3 Days Classroom
3 Days Live Online

Individual: \$2295.00

Group: \$2195.00

GSA: \$1950.00

Credits: 21 PDUs

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www.cprime.com/learning

COURSE OVERVIEW

In this comprehensive course, you will learn the fundamentals of project management: how to initiate, plan, and execute a project that meets objectives and satisfies stakeholders. Aligned with the Project Management Institute (PMI®) A Guide to the Project Management Body of Knowledge, (PMBOK® Guide) – Fifth Edition, 2013, this course provides a step-by-step guide to planning and executing a project. Working through case studies with real-world scenarios, you will interact with fellow students to learn and apply the methodologies and good practices of formal project management.

COURSE OUTLINE

Part 1: Foundations

1. Formal vs. informal project management
2. Project Management Institute (PMI)® framework
3. Project management life cycle

Part 2: Initiating

1. Role of the project manager
2. Project charter
3. Stakeholder identification and assessment
4. Progressive elaboration

Part 3: Planning

1. Planning around project constraints
2. SMART objectives
3. Converting objectives into requirements
4. Decomposition of requirements into a work breakdown structure
5. Developing a work breakdown structure dictionary
6. Principles of estimating time and cost
7. Analyzing work and estimating duration of work packages
8. Determining sequence of work packages
9. Network diagramming and critical path analysis
10. Budgeting resources and cost control
11. Ensuring that all management responsibility areas are included in the project plan

12. Analyzing risks for probability and impact
13. Mitigating and planning risk contingencies
14. Preparing baselines for scope, time, and cost
15. Obtaining stakeholder sign-off

Part 4: Executing, Monitoring, and Controlling

1. Team-building principles and priorities
2. Status and performance reporting
3. Management by exception
4. Keeping stakeholders informed and involved
5. Steering performance back to the baseline
6. Integrated change controls

Part 5: Closing

1. Transitioning the product or service
2. Capturing lessons learned for the organization
3. Final report to stakeholders

See website for full outline

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