



PROJECT MANAGEMENT FUNDAMENTALS

DURATION

4 Days/Lecture & Lab

SUMMARY

Develop a solid understanding of fundamental project management processes in this comprehensive introductory workshop. Get practical experience with proven flexible tools, processes and methods of project management. Learn a wealth of tools that can be used now anywhere in any project to help ensure success. This fundamental workshop covers the complete project management lifecycle with its process groups, processes, and the latest proven methods and tools. A case study, individual and team exercises provide a total perspective of how the tools and techniques fit together to assure project success. The latest perspectives from the Project Management Institute's (PMI's): 1. A Guide to the Project Management Body of Knowledge (PMBOK) - 2000 Edition, and 2. PMI Practice Standard for Work Breakdown Structures are included in this course. This is the foundation course that every project management stakeholder needs. It provides the base knowledge and immediately useable tools to get project work started right and done on time and within budget. It provides the critical information for the early phases or stages including: identifying and defining goals and objectives, scope, requirements, developing work breakdown structures, change control and closure. It provides the pathway for more effective project implementation/operation. Our other project management program courses provide the additional key knowledge area information for building upon this crucial content.

AUDIENCE

This course is designed for all IT project stakeholders. This includes all information technology and user/client personnel. New to experienced project leaders or team members will benefit from this workshop.

TOPICS:

- Overview of the Project Management
- Project Initiation & Planning
- Getting Started Right
- Establishing the Project Team
- Tools and Techniques for Project Planning & Execution
- Tools and Techniques for Scheduling & Resource Allocation
- Project Control
- Keeping the Project on Track

- Change Control
- How to Manage Change
- Closing Out Projects Positively
- Review & Evaluation

PREREQUISITES

There are no prerequisites for this course.