

Project Management (PM)

Comprehensive Project Management Workshop - 5 Days

Course Code: PM201

This comprehensive workshop covers the full complement of sub-plans, methods and procedures that span the typical project life-cycle from initiation to project close. It is designed to give the participant the complete set of skills and tools to consistently be an effective project manager. Participants examine the role of the project manager and their involvement in managing the life-cycle of a project through defining task, time management, cost estimation, scheduling, and resource allocation. Each of the ten PMI Knowledge Areas will be covered in the modules that will be presented to the workshop participants. This course meets the qualifications of the PMI to take the PMP examination.

Learning Objectives

- Describe project planning concepts
- Identify, categorize and assess project requirements
- Create a Work Breakdown Structure (WBS), WBS dictionary, Responsibility Assignment Matrix (RAM) and Organizational Breakdown Structure (OBS)
- Perform stakeholder analysis
- Develop a communication plan
- Employ risk analysis techniques
- Create a risk management plan
- Apply cost estimating techniques
- Apply quality management tools and techniques
- Calculate project metrics
- Manage project execution and control
- Employ project close procedures

Topics & Content

- Life cycle phases
- Project management vocabulary
- Stakeholder management grid
- Communication plan
- Requirements management
- Project milestones
- WBS, WBS dictionary, RAM and OBS
- Precedence diagramming
- Project network development and practice
- Critical path and "crashing"
- Schedule development and Gantt charts
- Risk analysis and management
- Quality management tools and planning
- PM metrics, tools and techniques
- Project delivery and control
- Project close best practices
- Exercises to practice each knowledge area
- Comprehensive case study

Course Information

Duration

5 days

Audience

Novice project managers

Anyone interested in PM

Those aspiring to become PMPs

Accreditations

PMI: 35 PDUs

NASBA: 40 CPEs

Nursing: 35 CEUs

OPM: 35 CLPs

OPM Competency: Accountability

"Very practical, eye opening, helped me view PM within a more structured framework. Exceptional course, worth the time."

