PROFESSIONAL DEVELOPMENT TRAINING

Project Management Training

REQUEST QUOTE

2.0 DAY COURSE

This Project Management training course teaches you the entire project management process, as well as the key tools and techniques to successfully manage projects according to the agreed schedule and budget. This training course is based on PMBOK, the global set of benchmarks produced by the Project Management Institute.

This 2-day training course covers the following topics: what project management is, the role of project managers, the meaning and importance of PMBOK & PMI, project needs assessment, project management process, planning tools & techniques (Gantt chart, network diagram, etc.), project monitoring, key documents to create & maintain and much more.

This comprehensive training course is available across the U.S., including Atlanta, Austin, Baltimore, Birmingham, Boston, Charlotte, Chicago, Dallas, Houston, Jackson, Los Angeles, Manhattan, Miami, New York, Orlando, Philadelphia, San Antonio and Seattle.

What You'll Gain:

The project management role is arguably the most challenging of roles within the project team. As the project progresses through its various life cycle stages, project managers must be able to adapt themselves to the changing demands of the project and the team.

Effective and efficient Project Managers will ensure project success and help organizations and individuals exceed stakeholder expectations. This workshop will give participants an overview of the entire project management process, as well as key project management tools that they can use every day.

Outcomes

By the end of this course, participants will be able to:

- Define projects, project management, and project managers
- Identify the importance of PMBOK and PMI
- Learn the five process groups & nine knowledge area as defined by the PMI
- Describe the triple constraint

- Perform a project needs assessment & write goals, requirements & deliverables
- Create key project documents including a statement of work, project plan worksheet & project charter
- Build a project schedule, estimating time, costs & resources
- Master the work breakdown structure
- Create project planning documents including a schedule, a risk management plan & a communication plan
- Use planning tools including the Gantt chart, network diagram & RACI chart
- Learn to establish and use baselines
- Learn how to monitor and maintain a project
- Learn to perform basic project management tasks including leading status meetings
- Learn how to ensure that all documents are completed at the end of a project

Modules

Lesson 1: Key Concepts

- Expectations
- Workshop Objectives
- Key Terms
- Eight Performance Domains
- Knowledge Areas
- Portfolio, Program and Project
- Triple Constraints
- Project Benefits
- Project Lifecycle

Lesson 2: Initiation - Part One

- Writing the Problem Statement
- Stakeholder Analysis
- Create a SMART Project Goal

Lesson 3: Initiation - Part Two

- Requirements and Deliverables
- Identify the Project Requirements and Deliverables
- Identify the Project Scope
- Managing Expectations
- Complete the Project Charter

Lesson 4: Planning - Part One

- Project Management Plan
- Work Breakdown Structure
- Estimating Time
- Resource for a Project
- Estimate the Resources
- Creating a Schedule
- Sequencing Work Packages

Lesson 5: Planning - Part Two

- Network Diagram
- RASCI Chart
- Project Risk
- Quantifying Risk
- Manage Risk

Lesson 6: Planning - Part Three

- Project Communication Plan

- Mitigating Risk

Lesson 7: Executing the Project

- Monitoring Project Progress
- Dealing with Execution Changes
- Triple Constraint Reduction Methods

Lesson 8: Maintaining and Controlling the Project

- Budget Blowout
- Project Status Report
- Change Request

Lesson 9: Closing Out

- Learning from the Project
- Scope Verification

Talk to our expert team

Phone:

Email: