

Project Management Fundamentals

A three-day workshop (3 days, 7 hours each) – 24 PDUs

Seminar Description

This course is designed to provide new project managers with a practical guide to applications, utilization and integration of project management processes. It also includes an introduction to PMI's PMBOK® Guide -- the Project Management Framework, the Standard for Project Management, the five project management process groups and the nine project management knowledge areas. It covers basic project management concepts, project life cycles, the evolution of project management as a profession, including historical aspects of project management as a knowledge-based profession.

Project managers who are new to the project management profession or project management practitioners who are newly-assigned to manage projects will also learn, through the use of case studies and group exercises, different approaches for developing project management strategies, for utilizing project management process inputs, tools, techniques and outputs in a project environment and for developing project management methodologies suitable for the project environment in their organization.

Seminar Objectives

1. Learn the Standard for Project Management
 - Understand PMI's project management framework, as defined in the PM BOK® Guide
 - Identify the nine project management knowledge areas and the five process groups
2. Discuss the evolution of the project management as a profession, including historical aspects of project management as a knowledge-based profession
3. Develop a practical guide for developing project management strategies and for utilizing project management process inputs, tools, techniques and outputs in a project environment, including integration and mapping of the processes, process flow diagrams and symbols.
4. Understand project management concepts and their applications in the project life cycle, including
 - Project Charter
 - Work Breakdown Structure
 - Project Planning / Resource Planning / Communications Planning
 - Roles and Responsibilities
 - Risk Management / Change Management
 - Quality Assurance / Quality Control
 - Stakeholder Management
 - Critical Path Method / Schedule Development
 - Cost Estimating / Procurement Process
 - Lessons Learned
 - Status Reporting / Issue Tracking

Seminar Outline

Module 1 Introduction

- The Evolution of the PM Profession
- Project Management Framework / The Standard for Project Management

Module 2 Project Management Processes

- Five Project Management Process Groups
- Nine Project management Knowledge Areas

Module 3 Project Scope Management

Module 4 Project Time Management

Module 5 Project Cost Management

Module 6 Project Quality Management

Module 7 Project Human Resource Management

Module 8 Project Communications Management

Module 9 Project Risk Management

Module 10 Project Procurement Management

Module 11 Project Integration Management