



Project Management Professional (PMP)

Duration 5 Days

Introduction

Project management is the act of collaborating people and other required resources such that the project is planned, organized, and controlled effectively to accomplish project goals and objectives. Project Management takes a decision-making, business-oriented approach to the management of projects, which is reinforced throughout the course with current examples of project management in action. And because understanding project management is central to operations in various industries, this course also addresses project management within the context of a variety of successful organizations, whether publicly held, private, or not-for-profit.

Who should attend?

- This course has been designed to enhance the project management skills of anyone working in a business environment especially new project managers, those undertaking unique projects, corporate department heads, and senior executives with business planning responsibilities.

Objectives:

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

- ↳ Understand what a project is, and how to successfully manage projects
- ↳ Identify project life span and explain the basic phases of a project
- ↳ Describe project management and its benefits
- ↳ Identify factors for project success and project management success and understand how these factors affect either the success or failure of projects as well how each one of these factors impact the other factors in project success
- ↳ Identify project management components and understand how these components can be used to realize project success.

Course Outline

1. Day One

- 1.1. Introduction and Objectives
- 1.2. Projects and company organizational structures
- 1.3. Project Management
- 1.4. What is a Project?
- 1.5. What is Project Management?
- 1.6. Why is Project Management Important?
- 1.7. Project Management Maturity Generic Model
- 1.8. Case Study

2. Day Two

- 2.1. Project Management Criteria
- 2.2. Understanding Success Criteria
- 2.3. Four Dimensions of Project Success
- 2.4. Primary Objectives in Managing any Project
- 2.5. Stakeholders of a Project
- 2.6. Project Manager
- 2.7. Project Manager Responsibilities
- 2.8. Why Undertake a Project?
- 2.9. Case Study



3. Day Three

- 3.1. Feasibility Study
- 3.2. Project Life Span
- 3.3. Five Process Phases of Project Management
 - a. Initiate
 - b. Plan
 - c. Execute
 - d. Monitor and Control
 - e. Close
- 3.4. Capital Budgeting Techniques
 - a. Project Evaluation and Selection
 - b. Potential Difficulties
 - c. Capital Rationing
 - d. Project Monitoring
 - e. Post-Completion Audit
- 3.5. Case Study

4. Day Four

- 4.1. Communication
- 4.2. Communication Processes
- 4.3. Project Team Communication Exchange
- 4.4. Project Procurement Management Processes
- 4.5. Project Team Development Stages
- 4.6. Project Team Performance Factors
- 4.7. Case Study

5. Day Five

- 5.1. Project Management Summary
- 5.2. Top Five Causes of Project Failure
- 5.3. Project Success
- 5.4. Some Practical Considerations
- 5.5. Case Study
- 5.6. Action Step Exercise: Individual Plans to Apply Skills at Work
- 5.7. Recommendations and Conclusions