

Tytuł szkolenia: Project Management Fundamentals

Kod szkolenia: HC577S

Wprowadzenie

This course will provide the fundamental methodologies, concepts, processes, and techniques to successfully manage a project. You will apply project management concepts and processes to real-life projects — allowing you to generate immediate results that are usable in your current business situation — or to a case study that you select from several available. You will acquire hands-on experience in applying new concepts in a project team environment.

Adresaci szkolenia

This course is intended for people who manage or expect to manage projects as part of their primary work and are at a foundation level of proficiency. It is especially well-suited as an introductory course for individuals seeking project management certification.

Prerequisites

- Project management experience is helpful but not required
- Project team experience is desirable

Cel szkolenia

By mastering this course, you will be able to:

- Apply principles defined in the "A Guide to the Project Management Body of Knowledge" (PMBOK® Guide) – Sixth Edition for initiating, planning, managing and closing projects
- Apply the concepts from the Process Groups and Knowledge Areas in a project environment
- Use this Project Management Fundamentals course book as a reference resource

Czas i forma szkolenia

- 21 godzin (3 dni x 7 godzin), w tym wykłady i warsztaty praktyczne.

Plan szkolenia

Define and Organize the Project

- Define key concepts in project management
- Identify the Process Groups and Knowledge Areas used to manage a project
- Describe steps needed to initiate a project
- Create a project charter
- Describe life cycles
- Identify project stakeholders
- Define and document project requirements
- Develop a project scope statement

Plan the Project

- Identify planning principles
- Create a work breakdown structure
- Prepare a project schedule
- Develop cost estimates and a budget
- Identify and manage risk
- Finalize the project management plan

Manage Project Progress

- Manage the project
- Measure and report progress
- Manage change
- Close the project