Project Management Fundamentals

Overview
In this course, students will identify effective project management practices and their related processes. They will examine the elements of sound project management and apply the generally recognized practices to successfully manage projects.

Prerequisite Comments
To ensure your success, we recommend you have some working knowledge of your computers operating system.

Target Audience
This course is designed for individuals whose primary job is not project management, but who manage projects on an informal basis. Also, anyone who is considering a career path in project management and desiring a complete overview of the field and its generally accepted practices can take up this course.

Course Objectives
Upon successful completion of this course, students will be able to:
- identify the key processes and requirements of project management.
- initiate a project.
- plan for time and cost.
- plan for project risks, communication, and change control.
- manage a project.
- execute the project closeout phase.

Course Outline

Getting Started with Project Management
Describe a Project
Describe the Project Management Life Cycle
Identify the Role of a Project Manager

Initiating a Project
Determine the Scope of a Project
Identify the Skills for a Project Team
Identify the Risks to a Project
Planning for Time and Cost
Create a Work Breakdown Structure
Sequence the Activities
Create a Project Schedule
Determine Project Costs

Planning for Project Risks, Communication, and Change Control
Analyze the Risks to a Project
Create a Communication Plan
Plan for Change Control

Managing a Project
Begin Project Work
Execute the Project Plan
Track Project Progress
Report Performance
Implement Change Control

Executing the Project Closeout Phase
Close a Project
Create a Final Report

Related Courses, Certifications, Exams
- CompTIA Project+ Certification
- PRINCE2 Foundation
- PRINCE2 Practitioner