



Managing Projects

YOU WILL LEARN TO:

- Use essential project management tools and techniques and apply fundamental project management principles
- Describe the roles and responsibilities of project managers across the project life cycle
- Define and develop the foundations of a project plan, including the project requirements document (PRD), work breakdown structure (WBS), budget, schedule and other resources
- Manage and control the project against the baseline
- Close out a project effectively

COURSE SYNOPSIS

Obtain a solid understanding of project management methods with this comprehensive introductory course. Gain practical experience applying proven project management techniques and discover a wealth of valuable, flexible tools that you can use immediately to ensure the success of any project in any type of organization.

Covering the entire project life cycle, this course is built around best practices currently used in today's fast-paced business environment. In addition, you will receive *Dictionary of Project Management Terms* by J. LeRoy Ward, PMP, PgMP.

You will learn project management skills through case studies and hands-on exercises that can immediately be applied to your job.

Reminder: Participants taking this course should not take *Managing IT Projects*.

HEAR FROM AN ESI
INSTRUCTOR ABOUT
THIS COURSE



KEY TOPICS

- ✓ **Introduction to Project Management**
 - What is project management?
 - Project constraints
 - The project life cycle
 - Project management process groups
 - Project manager responsibilities and skills
- ✓ **Project Initiation**
 - Influences on a project
 - Key stakeholders
 - Understanding the role of senior management
 - Project selection
 - Assessing business needs
 - Developing SMART objectives
 - Functional and technical requirements
 - Project requirements document
 - Project charters
- ✓ **Project Planning**
 - Scope planning
 - The work breakdown structure
 - Estimating formulas and techniques
 - Schedule planning
 - Network diagramming (CPM)
 - Project management planning documentation
 - Cost planning
 - Resource planning tools and techniques
 - Risk planning and response strategies
 - Procurement planning
 - Communication and quality planning
 - Baselines
- ✓ **Project Implementation**
 - Developing and managing the project team
 - Organizations and team structures
 - Assessing and monitoring project performance
 - Earned value and variance
 - Speeding up the schedule
 - Sunk costs
 - Managing change
 - Managing risk
 - Reserves
 - Performance reporting
 - Scope verification and customer acceptance
- ✓ **Project Closeout**
 - Administrative and contract closeout
 - Transferring lessons learned to future projects

e-Training

920 € + IVA

42 días acceso



Convocatorias mensuales

PDU's: 22.5

Idioma
Inglés

Certificación:
The George Washington University

