"Charting the Course ...

... to Your Success!"

Project Management Overview for Managers Course Summary

Description

This course delivers a power-packed overview of the essential project management concepts and techniques that every business manager must know. All topics include field-proven best practices that are effective in any project setting. Participants are shown how to structure a project, establish and manage scope, create an effective schedule, identify and manage risks, control costs; manage to the triple constraint and more. The format includes a mixture of group discussions, exercises and lecture. Whether new to Project Management or building on existing skills, participants will return to their business better equipped to bring their projects to a successful conclusion.

Objectives

At the end of this course, students will be able to:

- Understand project lifecycle and project environment
- Get a project off to a good start
- Know who your stakeholders are
- Provide good estimates
- Define and manage scope, schedule and budget

- Understand The Communication Strategy
- Understand the Importance of Quality
- Manage Project Risk
- Change Control
- Understand product delivery

Topics

- Defining Project and Project Management
- The Project Environment
- Sources of Project Success and Failure
- Roles in the Project
- Project Life Cycle
- The Project Charter
- Project objectives and Business Value
- Estimation
- Defining Scope Requirements and the WBS

- Developing the Project Schedule
- The Communication Strategy
- Project Budget controlling cost
- Importance of Quality
- Risk Management
- Change Control
- Transition Planning Product Delivery
- Project closure Lessons Learned
- Conclusion

Audience

This course will be of value to business owners, newly assigned project managers and team leads, managers of project managers, and business managers with project responsibility.

Prerequisites

This course assumes some experience with project work but no specific prior PM training.

Duration

One day

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