

PMBOK Guide Foundations

Course Summary

Description

This course introduces participants to the best practices of project management, as found in the Guide to the Project Management Body of Knowledge (PMBOK) Sixth Edition. The PMBOK Guide is authored and maintained by the Project Management Institute, a non-profit organization that collects and disseminates project management principles and practices found to improve the performance of projects and the organizations that run them. Participants will apply all course principles to a case study taken directly from their work environment.

Topics

- Project Management Introduction
- The Environment in Which Projects Operate
- The Role of the Project Manager
- Initiating Processes
- Planning Processes
- Executing Processes
- Monitoring and Controlling Processes
- Closing Processes

Audience

This course is for those wanting to learn the best practices of project management, as found in the Guide to the Project Management Body of Knowledge (PMBOK) Sixth Edition.

Prerequisites

Before taking this course, some experience working on projects is helpful, but not required.

Duration

One day
7 PDUs

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Course Outline

(Items in parenthesis reference the principle found in the PMBOK Guide)

- I. Project Management Introduction**
 - A. Project Management Introduction Overview
 - B. Defining Projects (1.2.1)
 - C. The Importance of Project Management (1.2.2)
 - D. Project, Program, Portfolio and Operations Management (1.2.3)
- II. The Environment in Which Projects Operate**
 - A. The Environment in Which Projects Operate Overview
 - B. Project Management Office
- III. The Role of the Project Manager**
 - A. The Role of the Project Manager Overview (3.1)
 - B. Project Management Competencies (3.4)
 - C. Levels of Skills Capability (3.4)
 - D. Comparison of Leadership and Management (3.4.5)
- IV. Initiating Processes**
 - A. Initiating Process Group Overview
 - B. Develop Project Charter (4.1)
 - C. Identify Stakeholders (13.1)
- V. Planning Processes**
 - A. Planning Process Group Overview
 - B. Management Plans
 - 1. Develop Project Management Plan (4.2)
 - 2. Plan Communications Management (10.1)
 - 3. Plan Procurement Management (12.1)
 - 4. Plan Stakeholder Engagement (13.2)
- C. Scope, Schedule, and Cost Processes**
 - 1. Collect Requirements (5.2)
 - 2. Define Scope (5.3)
 - 3. Create WBS (5.4)
 - 4. Define Activities (6.2)
 - 5. Sequence Activities (6.3)
 - 6. Estimate Activity Resources (9.2)
 - 7. Estimate Activity Durations (6.4)
 - 8. Develop Schedule (6.5)
 - 9. Estimate Costs (7.2)
- D. Risk Processes**
 - 1. Identify Risks (11.2)
 - 2. Perform Qualitative Risk Analysis (11.3)
 - 3. Plan Risk Responses (11.5)
- VI. Executing Processes**
 - A. Executing Processes Overview
 - B. Direct and Manage Project Work (4.3)
 - C. Manage Project Knowledge (4.4)
 - D. Develop Team (9.4)
- VII. Monitoring and Controlling Processes**
 - A. Monitoring and Controlling Process Group Overview
 - B. Monitor and Control Project Work (4.5)
 - C. Perform Integrated Change Control (4.6)
 - D. Validate Scope (5.5)
 - E. Control Scope (5.6)
 - F. Control Schedule (6.6)
 - G. Control Costs (7.4)
- VIII. Closing Processes**
 - A. Closing Process Group Overview
 - B. Close Project or Phase (4.7)