

Project Procurement and Human Resource Management

Course Summary

Description

Compliant with the 3rd Edition of the Project Management Institute's Project Management Body of Knowledge (PMBOK) and ANSI / PMI 04 – 01; This two topic course addresses both Procurement Management and Human Resource Management (Chapters 9 and 12 in the PMBOK).

The Human Resource Management section addresses the planning, organization, and management of the Project Team and provides a detailed understanding of the associated processes of; Human Resource Planning, Acquiring the Project Team, Development of the Project Team, and ongoing Team Management during the execution and control of the project.

The Procurement Management section addresses the planning and implementation of project procurements. Also covers acquiring project resources that are not common to the performing organization. As such, this section address the related processes of; Planning purchases and acquisitions, Planning for contracting, Requesting seller responses, Selecting sellers, Contract administration, and Contract closure.

Topics

- Strategic Course Goals and Objectives for Procurement Management
- Strategic Course Goals and Objectives for Human Resource Management
- Tactical Skills for Procurement Management
- Tactical Skills for Human Resource Management

Audience

This course is intended for both project team members and project managers wishing to gain a fluent working knowledge of commonly accepted best practices for planning and implementing project teams and project procurements. Team members and managers looking to improve their HR and Procurement management skills and looking to improve their understanding of these skills foster project success should take this course. Students on a track to take the PMP examination should take this course.

Prerequisites

Students should take ProTech's Concepts and Practice of Project Management course or have equivalent project management experience.

Duration

Two days

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Course Outline

I. Strategic Course Goals and Objectives for Procurement Management

- A. Fluent working knowledge of the PMI best practices for Project Procurement Management
- B. An understanding of the performance and fiscal nature of common contract types and their impact on project performance.
- C. An understanding of the relationship between project management and (sub)contract management
- D. An understanding of the relationship between procurement management and project success

II. Strategic Course Goals and Objectives for Human Resource Management

- A. Fluent working knowledge of the PMI best practices for Project Human Resource
- B. Management
- C. An understanding of the importance of the Project Team and their effect on project success
- D. Organizational theory and its impact on team structure
- E. The nature and value of team building and team rewards mechanisms

III. Tactical Skills for Procurement Management

- A. Identification of non-endemic resource requirements
- B. Selection of the appropriate acquisition process and contract type
- C. The mechanics of the acquisition and seller selection process
- D. Contract and subcontract management
- E. Contract basics

IV. Tactical Skills for Human Resource Management

- A. Fluency in Activity Human Resource Planning
- B. Fluency in Team Structure and Team Building
- C. Fluency in Rewards Structures and Motivation
- D. Techniques for Team Development and Management