



## Course 650 – Project Management: Skills for Success

Duration: 3 days

### What You Get:

- 3 days of High Quality Classroom Training
- 21 Professional Development Units (PDUs)
- PMP Certified Trainer
- Comprehensive Courseware
- Course Completion Certificate
- Email consultation with instructor for 30 days
- Project Management Templates
- Hands-on Exercises using Microsoft Project
- Project Templates

### Course Benefits

As a project manager, you are tasked to organize scarce resources, work under tight deadlines, control project change, and generate maximum team performance. Through a simulated case study, you learn how to successfully plan, manage and deliver projects. Based on the Project Management Book of Knowledge (PMBOK), you will also learn how to use project management processes, tools and techniques and respond to simulated real-world scenarios. At the end of the course, you will have access to templates and checklists that you can use in your own projects. This course can be credited as part of the 35 contact hours required for PMP certification.

### Who Should Attend

This course is for people responsible for leading projects but have limited experience or knowledge of formal project management methods. Among those who can benefit from this course are:

- Administrators and managers responsible for coordinating, facilitating or managing projects and programs.
- Technical professionals and engineers moving into project leadership and coordination
- General Managers responsible for projects and programs
- Members of process and performance improvement teams
- Business Planning Coordinators
- Anyone recently promoted or a candidate to a project manager position

Prerequisites:

Involvement in implementing, and preferably leading projects.

### Course Content

#### Project Management Framework

- Project Management Process Overview
- Stakeholders and Project Organization
- Project Life Cycle Overview
- Introduction to Agile
- PM Skills needed for a successful project



### Initiating Process

- Setting Objectives and determining Business Value
- Creating a project charter
- Roles and responsibilities of PM and Project Sponsor
- Enrolling the Project Board

### Planning Process

- Scope
- Cost/Resource
- Schedule
- Quality
- Project HR/Communication
- Risk
- Procurement Planning
- Stakeholder
- Integration

### Execution and Monitoring Processes

- Elements of Project Control
- Controlling Cost, Scope, Schedule, Quality
- Earned Value Analysis
- Issue Management
- Performance Reporting

### Closing Processes

- Project Closing / Project Transition
- Post-project evaluations

### Supplemental Topics

- How to apply and review for PMP certification

### About ActiveLearning, Inc.

**ActiveLearning** is a trusted provider of IT training and certifications. It has helped thousands of organizations by equipping their teams with the IT skills necessary to implement their digital transformation initiatives.

Founded in 2006, ActiveLearning now offers a comprehensive training portfolio, including ITIL, agile, cybersecurity, web development, UX, cloud computing, and more. ActiveLearning's courses are taught by expert instructors. Attendees enjoy learning through a combination of comprehensive instructor-led lectures and hands-on exercises. With ActiveLearning's Virtual Labs, attendees can remotely access a virtual machine that's already preconfigured with all the software tools that they will use throughout the course.

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