

Project Management Curriculum

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| Course | Project Management Curriculum |
| Module | Advanced Project Management |
| Type of Program | Focused workshop for practical application of PM concepts |
| Target Audience | People conversant with English language, past experience in project management (preferred), and fundamental knowledge and experience with project management tools |
| Specific Objectives | <ul style="list-style-type: none"> a. To impart project management skills b. To create an awareness of project management best practices c. To create familiarity with knowledge areas, process groups and processes (PMBOK – PMI) |
| Learning Objectives | <ul style="list-style-type: none"> ⇒ To learn how to plan and manage projects within the triple constraints of scope, budget and schedule. ⇒ Able to understand and use in actual scenario, the best practices in project management ⇒ Develop foundational understanding of project management concepts including knowledge areas, process groups and processes |
| Learning Outcomes | <p>After successful completion of the course, participants would be able to:</p> <ul style="list-style-type: none"> ⇒ Relate actual experiences with project management best practices ⇒ Create a project charter for ongoing and new projects ⇒ Create an integrated project management plan comprising inputs from various knowledge area ⇒ Ability to ensure that all important processes are considered in the integrated plan ⇒ Manage Stakeholder expectations through creating Stakeholder management plan; identifying stakeholders and managing/controlling stakeholder engagement ⇒ Understand communication requirements and create a communication plan; managing and controlling communications effective stakeholder engagement ⇒ Understand processes under scope management; implications of scope creep and gold plating and how to prevent them from happening ⇒ Understand processes under cost management; implications of cost overrun and how to keep track to project using EVM (Earned Value Management) ⇒ Understand processes under time management; adhering to schedules; mitigating risks, ensuring quality ⇒ Understand various aspects of resource management especially human resource |
| Total Duration | 4 days = 32 hours (4 days x 8 hours per day) |
| Areas/ Topics Covered | <p><u>Participant Manual</u></p> <p>Module 1: Introduction to project management methodologies Module 2: Introduction to project management concepts as defined by PMI in PMBOK; knowledge areas, process groups and processes Module 3: Processes covered under Project Integration Management Module 4: Processes covered under Project Scope Management</p> |

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| | Module 5: Processes covered under Project Cost Management Module 6: Processes covered under Project Schedule Management Module 7: Processes covered under Project Quality Management Module 8: Processes covered under Project Resource Management Module 9: Processes covered under Project Communication Management Module 10: Processes covered under Project Risk Management Module 11: Processes covered under Project Procurement Management Module 12: Processes covered under Project Stakeholder Management 5 Process Groups; 10 Knowledge Areas; 49 processes <u>Facilitator Manual</u> <ul style="list-style-type: none"> Guidelines for teaching each topic and conducting practical activities for each sub-module in the Participant Manual Guided Practice Exercises for participants for each sub-module Guidelines to conduct module-wise tests, facilitate course projects & group discussions and conduct assessment exams Sample tests, case study projects, activities & exercises for every module | | | |
| Course Methodology | This training program will be instructor-led with easy to understand visual instructions through a Participant manual . Each section will be followed by practice activities to revise all concepts. There will be group projects & discussions throughout the training program to ensure clarity of all concepts. | | | |
| Duration/Days | Theory | Place | Practical | Place |
| | 10 hrs. | | 22 hrs. | |
| Exposure | Yes/No | | Duration | Place |
| | Yes | | 32 hrs. | |
| Calendar Preferences (if any) | 4 batches per month | | | |
| Recommended Mode of Assessment | <ul style="list-style-type: none"> Theoretical homework questions (peer-evaluated) Ongoing Practice activities (evaluated by trainers during the training) Group projects Self-assessment by trainees at the end of the course | | | |
| Reading/ Support Material | Books/ Articles/ Manuals | | Handouts/ Exercise Sheets | |
| | <ul style="list-style-type: none"> Comprehensive Learner's Manual (PMBOK) Facilitator Guidebook Presentations & slideshows Online articles, videos (if required) | | <ul style="list-style-type: none"> Practice Activity Book Exercise Sheets Course Project Handouts | |