

Course ID
PROJMGT4
Course Duration
4 days
PDUs
28 PDUs

Course Title
Project Management for the Technical Professional

Related Courses

- Foundation in Project Management (PROJMGT5, 5 days)
- Software Project Management (SWPM, 2 days)
- Quality Management (QUALMGT, 3 days)
- Controlling Project Risk: Managing Threats and Promoting Opportunities (RISK, 3 days)
- Controlling Change to Scope and Requirements (CONTROL, 2 days)
- Building and Controlling Project Budgets (PROJBUDG, 2 days)
- Strategic Analysis and Planning Workshop (STRAT1, 1-2 days)
- Cost Reduction: Opportunities and Strategies (COSTRED, 2 days)

Aimed At

This course will be of special value to project managers and team leaders who want a solid, guiding PM framework; experienced project managers who want to add to their toolkit of tools and techniques; managers of project managers and functional managers with project responsibility who want a deeper understanding of project management principles; and Project Management Office staff.

Group Size

5 to 25

Prerequisites

This course assumes some prior experience with project management, either as project manager or as team lead.

Course in a Nutshell

This course delivers practical, hands-on training in essential project management concepts and techniques that every project manager must know. While based on PMBOK® concepts, all topics are supplemented with field-proven best practices that are effective in any project setting. You are shown how to define a project, build rapport with stakeholders, establish and manage scope, create an effective schedule, proactively manage threats and opportunities, control costs, deliver meaningful status reports and more. This course shows participants how to optimize the Business Value that is realized after project delivery. The format is truly multimodal, with a mixture of interactive lecture, hands-on exercises, and group discussions. The material is presented with the special needs of the technical professional in mind. Whether new to Project Management or building on existing skills, participants will return to their workplace better equipped to bring their projects to a successful conclusion.

Customize It!

- ***Have you identified specific problems with project delivery in your organization?*** The content of this course can be delivered with special emphasis on the topics of greatest concern to your organization.
- ***Are you a project manager who would like to go beyond the standard project management curriculum?*** Project Management for Technical Professionals presents a practical approach to resolving many of our most persistent problems in technical projects. Take home a whole new set of tools and techniques.
- ***Are you a manager, executive, or sales person whose work includes responsibility for project success?*** Take this course and learn what you can do to ensure that your technical projects get off to a strong start and complete with the successful delivery you need.

Course Topics:

- Sources of project success and failure
- Product and project lifecycles
- Managing the project for realization of business value
- The project environment
- Standard project management vocabulary and concepts
- Using a charter to get the project off to a good start
- Identifying and analyzing stakeholders
- Providing useful estimates
- Defining scope, schedule and budget
- Resource planning
- Procurement
- Establishing effective communication
- Putting quality into the product
- Proactive risk management
- Testing project deliverables
- Effective status reports
- Taking control of change
- Planning and managing transition
- Project close

Course Outline Project Structure

- Sources of Project Success and Failure
- Defining Project and Project Management
- The Project Environment
- Roles in the Project
- Project and Project Lifecycles
- The Importance of Business Value
- PM Methodologies

Project Initiation

- The Project Charter
- Stakeholder Identification
- Establishing Preliminary Scope Boundaries
- Defining Project and Business Objectives
- Viewing the Project as an Investment
- Developing Useful Estimates
- Project Flexibility

Project Planning

- Defining Scope
- Importance of the WBS
- Requirements Development
- Developing the Project Schedule
- Resource Planning
- Procurement
- Project Budget
- Setting Project Baselines
- The Communication Strategy
- Putting Quality into the Product
- Proactive Management of Threats and Opportunities

Execution and Control

- Monitoring Project Work
- Delivering Useful Status Reports
- Project Metrics and Earned Value
- Forecasting Project Outcomes
- Taking Control of Project Change
- Managing Project Baselines
- Organizational Adoption
- Testing Project Deliverables
- Controlling Cost

Successful Conclusion

- Planning and Managing Transition
- Preparing the Customer for Delivery
- Contract Closure
- Administrative Closure
- Measuring Project Success
- Lessons Learned
- Celebration
- Review of Critical Success Factors

**How You Will
Learn**

- A highly experienced instructor will use interactive lecture format, numerous hands-on exercises, team activities, group discussions, and other techniques to drive home the essential points of this course.
- You have the option of using your own, ongoing project as the focus of class exercises. As a result, not only do you gain experience with the tools, but you also learn more about your project.
- We will build on your prior experience in this topic, while providing you with a structure and vocabulary to use in future projects.
- If you have modest project management knowledge, you will find that the clarity of the material and direct presentation style of the instructor will make the subject matter easy to understand.
- You will receive a Student Guide which will help you follow the material, take notes and retain what you learned so that you can apply it on your job.

Revision

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