

Project Management Essentials

(Two Day Course)

Course Learning Objectives

- Understand how effective project management can deliver your organizations business changes
- How to gain stakeholder commitment & support for projects each step of the way
- Learn how to successfully manage projects irrespective of size and complexity
- Understand the importance of realizing benefits when delivering business change

Overview

**This practical workshop explores all aspects of Project Management
Including Agile Techniques and Benefits Realization**

Project Management skills are essential for all organizations in today's rapidly changing business world. The application of sound Project Management has been demonstrated to improve the chances of successful outcomes that transition into real business benefits.

This interactive and practical course delivers an insight into world class project management techniques that can be used throughout the project life cycle. We examine traditional and Agile approaches focusing on delivering change outcomes aligned with your organizations strategy.

Recognising the importance of a common language and consistency in delivery techniques, this course references PMI's "A Guide to the Project Management Body of Knowledge" (*PMBOK® Guide*). This framework has been adopted by many of the world's leading organisations and provides an excellent benchmark for every project team.

Course Topics

Project Management Concepts

- What helps to make projects successful?
- Project governance and Project Life Cycles
- Defining objectives and project constraints
- Introduction to Project Processes
- Traditional, Agile & Hybrid alternatives

Project Teams and Stakeholders

- Getting the organisation's involvement
- Mapping Stakeholders real needs
- Defining project roles & responsibilities
- Effective project communications

Project Initiation Processes

- Getting started with appropriate initiation processes
- Managing stakeholder needs & prioritizing requirements
- Defining the “Business Benefits”
- Documentation including Project Charters and Scope Statements
- Developing an Agile approach

Successful Project Planning

- Developing Work Breakdown Structures (WBS)
- Estimating durations, resources and costs
- Managing the critical path using slack/float effectively
- Iterations and the Agile approach
- Introduction to Risk management processes

Controlling Projects

- Baselining concepts
- Project Deliverables & change outcomes
- Identifying indicators and performance measurement tools
- Variance analysis and taking corrective actions

Project Closing

- Closeout processes
- Planning Benefits Realization
- Transition to business as usual

Benefits of Attendance

This course will prepare you to take on projects in a pragmatic way, making good use of effective and practical Project Management skills

- Obtain fundamental knowledge of the key Project Management processes for effective project delivery.
- Understand the challenges of working in project teams and importance of stakeholder communication.
- Feel more confident about accepting responsibility for new projects and be better prepared to stay in control of projects, no matter how dynamic your business environment may be

Delegate will receive epub version of:
 “PM CRASH COURSE” Second Edition by Rita Mulcahy PMP

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