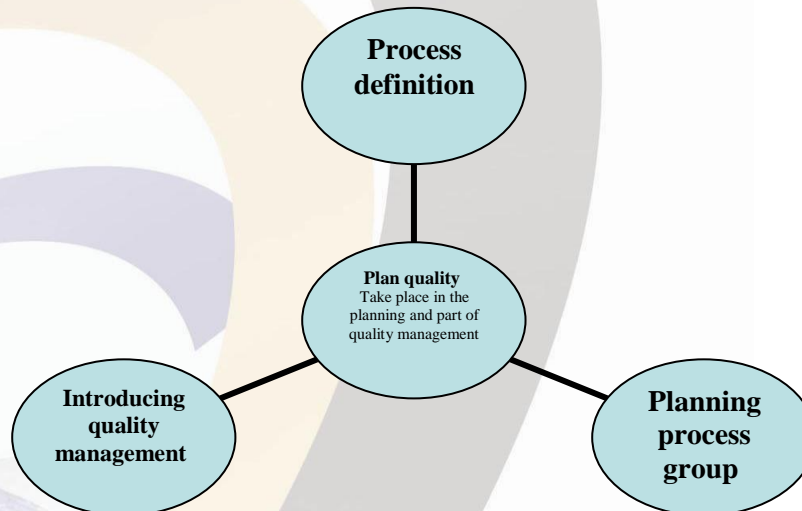


Course description:

- This course covers essential concepts in effectively and efficiently managing an organization's projects, including the fundamental tools and techniques used by most project managers. This course is appropriate for individuals with some experience in the field of project management as well as those new to the concepts, terminology and practices of real-life project implementation.
- This course will prepare individuals towards taking the project management professional exam PMP® and yet be considered as project managers professionals.
- Course delivery method stands on the idea of combining the concept of project management processes with associated knowledge area which has great effect of total understanding of project management methodology and techniques, example of the method is teaching the project quality management knowledge area through define quality process, introducing global quality standards, difference between grade and quality , accuracy and precision then move on to the related processes and link it to the project life cycle of the project.



Course outlines:

Towards completing this course the following areas must be covered and tested.

- Project management framework.
- Project management processes groups:
 - Project Initiating processes group.
 - Project planning processes group.
 - Project executing processes group.
 - Project monitoring and controlling processes group.
 - Project closing processes group.
- Project management knowledge areas:
 - Project integration management.
 - Project Scope management.
 - Project time management.
 - Project cost management.
 - Project quality management.
 - Project human resource management.
 - Project communications management.
 - Project risk management.
 - Project procurement management.
- Project manager professional and social responsibilities.

Sessions description:

Session	Session Title	Subtitles
1	Project management frame work	<ul style="list-style-type: none"> ● Introduction. ● Project life cycle and organizations.
2	Project initiation process group	<ul style="list-style-type: none"> ● Knowledge areas: <ul style="list-style-type: none"> ○ Integration management. ○ Communications management. ● Initiation processes: <ul style="list-style-type: none"> ○ Collect requirements. ○ Identify stakeholders.
3	Project planning process group	<ul style="list-style-type: none"> ● Exam. <ul style="list-style-type: none"> ○ Initiation process group exam. ● Knowledge areas: <ul style="list-style-type: none"> ○ Scope management. ○ Time management. ● Planning processes: <ul style="list-style-type: none"> ○ Develop project management plan. ○ Collect requirements. ○ Define scope.

		<ul style="list-style-type: none"> ○ Create WBS. ○ Define activities. ○ Sequence activities.
4	Project planning process group	<ul style="list-style-type: none"> ● Knowledge areas. <ul style="list-style-type: none"> ○ Cost management. ○ Quality management. ○ Human resource management. ● Planning processes. <ul style="list-style-type: none"> ○ Estimate activity resources. ○ Estimate activity duration. ○ Develop schedule. ○ Estimate costs. ○ Determine budget. ○ Plan quality. ○ Develop Human resource plan.
5	Project planning process group	<ul style="list-style-type: none"> ● Knowledge areas. <ul style="list-style-type: none"> ○ Risk management. ○ Procurement management. ● Planning processes. <ul style="list-style-type: none"> ○ Plan communications. ○ Plan risk management. ○ Identify risks. ○ Perform qualitative risk analysis. ○ Perform quantitative risk analysis. ○ Plan risk response. ○ Plan procurements.
6	Project executing process group	<ul style="list-style-type: none"> ● Exam. <ul style="list-style-type: none"> ○ Planning process group Exam. ● Processes. <ul style="list-style-type: none"> ○ Direct and manage project execution. ○ Perform quality assurance. ○ Acquire project team. ○ Develop project team. ○ Manage project team. ○ Distribute information. ○ Manage stakeholder expectations. ○ Conduct procurements.
7	Project monitoring and controlling process group	<ul style="list-style-type: none"> ● Exam. <ul style="list-style-type: none"> ○ Executing process group Exam. ● Processes. <ul style="list-style-type: none"> ○ Monitor and control project work. ○ Perform integrated change control. ○ Verify scope. ○ Control scope. ○ Control schedule. ○ Control costs.

		<ul style="list-style-type: none"> ○ Perform quality control. ○ Report performance. ○ Monitor and control risks. ○ Administer procurements.
8	Project closing process group	<ul style="list-style-type: none"> ● Exam. <ul style="list-style-type: none"> ○ Monitoring and controlling process group exam. ● Processes. <ul style="list-style-type: none"> ○ Close project or phase. ○ Close procurements. ● Case study: <ul style="list-style-type: none"> ○ Application of Earned value management. ○ Application of Critical path method.
9	PMI code of ethics	<ul style="list-style-type: none"> ● Exam. <ul style="list-style-type: none"> ○ Closing process group exam. ○ Professional and social responsibilities exam ● Professional and social responsibilities.

Training program information:

Training hours: 45 hours