

Project Management for Senior Managers

Course Overview

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This is a 1-day class

This one-day course introduces the senior managers, department managers, customers, and other key stakeholders to the principles and processes of project management. Based on the Project Management Institute's (PMI®) Guide to the Project Management Body of Knowledge (PMBOK®) Sixth Edition, the course introduces participants to common terms, concepts, tools, techniques, documents, and processes. Additionally, the course outlines the roles, responsibilities, and contributions of managers, customers, and key stakeholders to successfully plan, execute, monitor and control, and close a project. Participants are encouraged to bring copies of their company's mission statements and strategic plans with them to class. Participants will receive 6.5 PDUs upon completing this course.

Course Outline

1 Project Management Introduction

- Project Management Introduction Overview
- Defining Projects
- The Importance of Project Management
- Organizational Goals, Strategy, Portfolio, Program, Project, and Operations Management
- Project Selection Criteria
- Case Study Selection
- The Project Life Cycle Overview
- Benefits Measurement Plan

2 The Environment in Which Projects Operate

- The Environment in Which Projects Operate Overview
- Project Management Office

3 The Role of the Project Manager

- The Role of the Project Manager Overview
- Project Management Competencies
- Levels of Skills Capability
- Comparison of Leadership and Management

4 Initiating Processes

- Initiating Process Group Overview
- Develop Project Charter
- Identify Stakeholders

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5 Planning Processes

- Planning Process Group Overview
- Section A: Management Plans
 - Develop Project Management Plan
 - Plan Stakeholder Engagement
- Section B: Scope, Resource, Schedule, and Cost Processes
 - Scope, Resource, Schedule, and Cost Processes Overview
 - Collect Requirements
 - Define Scope
 - Create WBS
 - Estimate Project ROI
- Section C: Risk Processes
 - Risk Processes Overview

6 Executing Processes

- Executing Process Group Overview
- Direct and Manage Project Work
- Manage Project Knowledge
- Develop Team and Team Building

7 Monitoring and Controlling Processes

- Monitoring and Controlling Process Group Overview
- Perform Integrated Change Control
- Validate Scope

8 Closing Processes

- Closing Process Group Overview
- Close Project or Phase