

Project Management

Overview

This 1 day course is designed to enable delegates to successfully plan, resource and budget for a project.

The course introduces the underpinning knowledge to become a project manager including; understanding the role of project manager, identifying stakeholders of the project, planning, executing and reviewing their project, identifying project risks and gaining the tools of project management

Course Content

- Identify the key processes in project management and the project life cycle
- Define a project scope and critical success factors
- Identify stake holders and develop a communication plan
- Create an effective project plan and define milestones, critical path
- Describe the different roles in a project team
- Analyse risk and develop preventive or contingent action plans
- Monitor project progress and apply change control protocols
- Define effective project handover, closure and evaluation

