Project Management Essentials

Course 1090; 1 Day, Instructor-led

Course Description

This course teaches the fundamentals of project management. Students learn how to identify project participants, goals, objectives, activities, and constraints. Course activities also cover activity dependencies, activity analysis, project schedules and budgets, network diagrams, Gantt charts, CPM scheduling, and activity duration compression. Students will also learn how to optimize project activities, estimate costs, control project changes, measure project performance, use project performance reports, accommodate change, control the project schedule and budget, and close a project.

Course Outline

Unit 1: Define the Project

• Topic A: Project participants
• Topic B: Project objectives and planning

Unit 2: Activities and Dependencies

• Topic A: Project activities
• Topic B: Sequence activities
• Topic C: Analyze activities
• Topic D: Estimate activities
• Topic E: Sequence dependencies

Unit 3: Project Scheduling

• Topic A: Develop the project schedule
• Topic B: Techniques for schedule development
• Topic C: The CPM and PERT

Unit 4: Project Change Control

• Topic A: Define project change control
Unit 5: Financial Issues

• **Topic A:** Estimate costs

Unit 6: Project Performance

• **Topic A:** Measure project performance
• **Topic B:** Report project performance