

Course WLC-PRJ0004: Project Management (Essentials & Intermediate)

Two Days, Instructor-Led

Pre-requisites:

- None

Course Outline

Project Management: Essentials

Unit 1: Defining the Project

- Project participants
- Project objectives and Planning

Unit 2: Activities and Dependencies

- Project activities
- Activity Analysis
- Activity estimation
- Dependencies

Unit 3: Project Scheduling

- Schedule Development

- CPM and PERT

Unit 4: Project Change Control

- Project change control system
- Controlling change

Unit 5: Financial Issues

- Fundamentals of cost estimating
- Organizational financial system

Unit 6: Project Performance

- Measuring project performance
- Reporting project performance

Project Management: Intermediate

Pre-requisites

- Project Management: Basic, Second Edition or Equivalent Experience

Course Outline

Unit 1: Quality Management

- Fundamentals of quality management
- Quality planning

Unit 2: Quality Assurance and Control

- Quality Assurance
- Quality Control

Unit 3: Risk Analysis, Response, and Control

- Qualitative Analysis

- Quantitative Analysis

- Risk Response
- Risk Monitoring and Control

Unit 4: Organizational Planning

- Project Managers
- Organizational Planning

Unit 5: Staff Acquisition and Team Building

- Staff Acquisition

- Team Building

- Distribution Information

Unit 6: Planning and Distributing Information

- Communications Planning

Unit 7: Project Performance and Conclusion

- Performance Reporting
- Concluding a Project

Course Inclusions:

- Microsoft Official Curriculum (MOC) and/or Wizards Learning Courseware (WLC)
- Microsoft Certified Trainer (MCT)
- Lunch, AM and PM Snacks
- Certificate of Achievement
- Course Notes