



Project Management Essentials is the ultimate crash course in project management! Get ready to face the Project Economy! This two-day activity-based, learner-centered course on project management essentials is ideal for project managers with little or no formal training in project management. It is based on the *A Guide to the Project Management Body of Knowledge (PMBOK)® Guide 6th and 7th Editions*, the de facto global standard on project management. Whether you are working on Waterfall or Agile projects, this course is suited for you. In a gamified environment, participants are immersed in real-world simulations using typical project management tools and techniques for optimum learning, retention, and fun. Be an awesome project manager. Learn the essential skills of project management today.

At the end of this course, participants should be able to

- Describe the basic concepts of project management
- Describe the different roles and responsibilities of the Project Manager, the PMO, and the Project Stakeholders
- Know the essential deliverables commonly used during Project Initiation
- Know the essential activities and deliverables during Project Planning
- Know the essential activities and deliverables during Project Execution
- Know the essential activities and deliverables during Project Monitoring and Controlling
- Know the essential activities and deliverables during Project Closing

Course Outline

- Introductory Concepts on Project Management
 - Projects, Programs, and Portfolios
 - Projects and Operations
 - Project Phases
 - Project Management Knowledge Areas
 - The Project Manager
 - PM 101
 - The Project Management Office (PMO)



- The Project Stakeholders
- Project Initiation
 - The Business Case
 - The Project Charter
- Project Planning
 - The Project Management Plan
 - The Work Breakdown Structure
 - The Activity List
 - Work vs Duration
 - Logical Dependencies
 - Mandatory vs Discretionary Dependencies
 - Leads and Lags
 - The Schedule Network Diagram
 - The Critical Path
 - Schedule Compression Techniques
 - The Project Schedule
 - Cost Budgeting
 - Quality Planning
 - Resource Planning
 - Communication Planning
 - Risk Planning
 - Procurement Planning
 - Stakeholder Analysis
- Project Executing
 - Acquiring and Developing Resources
 - Performance Reporting
 - Managing Stakeholder Engagement
- Project Monitoring and Controlling
 - Earned Value Analysis
 - Risk Register
 - Integrated Change Control
- Project Closing
 - Lessons Learned Register
 - Project Closure



Course Duration

- 2 days - face to face

Delivery Methodologies

- Lecture
- Team based activities
- Individual activities
- Online Quizzes
- Plenary Discussions

This course is recommended for

- Project Managers and Project Team members with little or no formal PM training
- Project Executives
- Project Stakeholders
- Anyone involved in the development and implementation of projects

Upcoming Events

Jan 20

January 20 @ 9:00 am - January 21 @ 5:00 pm

[Project Management Essentials](#)

Feb 11

February 11 @ 9:00 am - February 13 @ 12:00 pm

[Project Management Essentials](#)

Apr 22

April 22 @ 9:00 am - April 23 @ 5:00 pm

[Project Management Essentials](#)

May 12

May 12 @ 9:00 am - May 14 @ 12:00 pm



[Project Management Essentials](#)

Jul 21

July 21 @ 9:00 am - July 22 @ 5:00 pm

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