

PM 100 – Project Management Framework

Course Outline

Revised: 2020

Duration: 1 Day

PMBok Guide (6th Edition) Knowledge Area: Project Integration

Course Description:

Provides an overview of the PMI framework for project management and sets the context for the Knowledge Area courses which follow. The course covers coordination of the project management processes providing skills in developing the project charter, developing the project management plan, directing and monitoring the project work, performing integrated change control and closing the project or phase.

Course Learning Outcomes

Upon successful completion of the course, the student will be able to

- Describe what a project is and project management processes, phases, techniques, and terminology
- Define the project initiation processes, including creating the project goals
- Create a project charter
- Define the project planning processes for creating the project scope and the WBS
- Define the project planning processes for creating a project schedule and budget
- Define the project planning processes for conducting a project risk analysis
- Define the project planning processes for creating a project communications plan
- Conduct project execution
- Manage project activities using project monitoring and control techniques
- Close-out a project, and document lessons learned

Course Topics

1. The PMI Project Management Framework (covers PMBoK Guide Ch 1-3)
 - The need for project management
 - What is a project
 - What makes a successful project
 - What is project management
 - The project management process

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2. Project Initiation and the Develop Project Charter process
 - Prioritizing your projects
 - The project requirements
 - Establishing the goals of the project
 - Risks and constraints
 - The project charter

3. Project Planning and Develop Project Plan process
 - Project scope and WBS
 - Schedule and Budget
 - Human resources plan
 - Risk management plan
 - Communications plan
 - Quality plan
 - Procurement plan
 - Project plan

4. Project Execution and Direct and Manage Project Work process
 - Implementing the project plan
 - Managing the team
 - Measuring progress

5. Managing Project Knowledge
 - Project documentation
 - Information management
 - Lessons learned

6. Project Monitoring and Control
 - Monitoring the project against the plan
 - Identifying deviations from the plan
 - Corrective actions

7. Performing Integrated Change Control
 - Change control tools
 - Data analysis
 - Decision making
 - Maintaining the project baselines

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7. Closing the Project or Phase
 - Accepting project Deliverables
 - Ensuring procurement requirements are met
 - Final product transition