

Information Technology Project Management

CDT820

This is a comprehensive course in project management for both new and experienced project managers. The course content covers the entire Project Management Institute (PMI) Project Management Body of Knowledge (PMBOK) and it represents the most up to date approach to project management. While the course will be an essential part of preparation for the PMI Project Management Professional (PMP) exam, it will also be of interest to any practicing project manager who wants to understand the latest project management terms, tools and techniques.

Audience

- New Project Managers
- Experienced Project Managers
- Directors and other executives who manage project managers

Prerequisites

- None

Course Length

- Five Days

Learning Objectives

- Understand the nature of projects and project management
- Understand the special requirements of managing projects in an IT context
- Identify and explain the key elements of the five project management process groups
- Identify and explain the key elements of the nine project management knowledge areas.

Teaching Methods

- Lecture
- In-class exercises

Course Outline

TG5

Introduction to Project Management

- What is a Project?
- What is Project Management?
- The Role of the Project Manager
- The Project Management Profession

Project Management in an IT Context

- A Systems View of Project Management
- Understanding Organizations
- Stakeholder Management
- Project Phases and the Project Life Cycle
- The Context of Information Technology Projects

The Project Management Process Groups

- Project Management Process Groups
- Mapping the Process Groups to the Knowledge Areas
- The Process Groups: Initiating, Planning, Executing, Monitoring and Controlling, Closing

Project Integration Management

- Preliminary Scope Statements
- Project Management Plans
- Project Execution
- Monitoring and Controlling Project Work
- Integrated Change Control
- Closing Projects

Project Scope Management

- What is Project Scope Management?
- Scope Planning and the Scope Management Plan

- Scope Definition and the Project Scope Statement
- Creating the Work Breakdown Structure
- Scope Verification
- Scope Control

Project Time Management

- The Importance of Project Schedules
- Activity Definition
- Activity Sequencing
- Activity Duration Estimating
- Schedule Development
- Schedule Control

Project Cost Management

- The Importance of Project Cost Management
- Basic Principles of Cost Management
- Cost Estimating
- Cost Budgeting
- Cost Control

Project Quality Management

- The Importance of Project Quality Management
- What is Project Quality Management
- Quality Planning
- Quality Assurance
- Quality Control
- Tools and Techniques for Quality Control
- Modern Quality Management
- Improving IT Project Quality

Project Human Resource Management

- The Importance of Human Resource Management
- What is Human Resource Management

- Keys to Managing People
- Human Resource Planning
- Acquiring the Project Team
- Developing the Project Team
- Managing the Project Team

Project Human Communications Management

- The Importance of Project Communications Management
- Communications Planning
- Information Distribution
- Performance Reporting
- Managing Stakeholders
- Suggestions for Improving Project Communications

Project Risk Management

- The Importance of Project Risk Management
- Risk Management Planning
- Common Sources of Risk on IT Projects
- Risk Identification
- Qualitative Risk Analysis
- Quantitative Risk Analysis
- Risk Response Planning
- Risk Monitoring and Control

Project Procurement Management

- The Importance of Project Procurement Management
- Planning Purchases and Acquisitions
- Planning Contracting
- Requesting Seller Responses
- Selecting Sellers
- Administering the Contract
- Closing the Contract