



Project Management Fundamentals

Duration 1-day

Course Description

Develop a deeper understanding of practical project management techniques and how you can apply these to your projects or indeed to your day-to-day work.

Many professionals are involved in a project team or lead a project throughout their career, this course helps develop those foundational project management skills to elevate your capabilities and put you in good stead to succeed in your chosen career.

Outcomes

- Apply project management principles
- Understand the key steps to plan a project
- Understand project goals and expected outcomes
- How to effectively engage with stakeholders
- How to define and decompose the scope of a project
- Utilise scheduling tools and project management software
- Applying Risk management in projects
- Monitor the completion of the project against project objectives
- How to effectively close a project

Key Content

- Understanding project management
- Key attributes of a project
- Project management principles
- Project definition
 - Project plan
 - Objectives / problem definition
 - Stakeholder engagement
 - Project team and role definition
 - Development approaches
 - Managing uncertainty / risk
 - Scope definition and decomposition
 - Schedule development and management
 - Change management
- Project delivery and control
- Key closure steps
- Evaluation / benefit realisation