

ADVANCED PROJECT MANAGEMENT PLANNING

Course Code: PA112

Duration: 3 days (6 half-days or 12 two-hr sessions)

Credits: 24 PDUs

Course Description

In this comprehensive three-day course, attendees will learn advanced concepts, tools and techniques to effectively plan an entire project referencing the Project Management Institute's (PMI®) Standard for Project Management.

This course involves extensive presentation with hands-on practice working through a case study, allowing participants to immediately apply best practices to their working environment.

Target Audience

Individuals who will benefit from this course include:

- Experienced project managers to reinforce and enhance their project planning skills.
- New project managers to learn what is required for effective project planning.
- Project team members to understand and participate as needed in project plan development.
- Project sponsors and other management to understand and be able to support project planning activities.

Course Objectives

- Perform planning activities for all areas of a project including project foundations, stakeholders, communications, scope, schedule, costs, quality, resources, risks, procurements, and transitions.

Course Outline

MODULE 1

Course Introduction

- Course Materials, Goal and Learning Objectives
- Course Agenda and Participant Expectations

Project Management Foundation

- Project Management Introduction
- Project Charter and Project Management Plan
- Project Life Cycle and Development Approach

MODULE 2

Project Stakeholders

- Stakeholder Identification
- Plan Stakeholder Engagement

MODULE 3

Project Communications

- Communications Requirements Analysis
- Communications Management Plan

MODULE 4

Project Scope

- Requirements Management Plan
- Scope Management Plan
- Scope Baseline

MODULE 5

Project Schedule

- Schedule Management Plan
- Schedule Activities

MODULE 6

Project Schedule (cont.)

- Schedule Development
- Schedule Baseline

MODULE 7

Project Costs

- Cost Management Plan
- Cost Baseline

MODULE 8

Project Quality

- Quality Management Plan
- Quality Tools
- Cost of Quality

MODULE 9

Project Resources

- Resource Management Plan
- Team Charter
- Responsibility Assignment Matrix

MODULE 10

Project Risks

- Risk Management Plan
- Risk Assessment
- Risk Response Plan

MODULE 11

Project Procurement

- Procurement Management Plan
- Contract Types

MODULE 12

Project Transitions

- Change Management Plan
- Configuration Management Plan
- Knowledge Transfer

Course Closure

- Course Goal and Learning Objectives Recap