COURSE SYLLABUS

Project Management Level I

Learn the strategies, methods, and terminology commonly used in project management. Develop a practical understanding of the five stages of project management, focusing on the Initiation and Planning phases, and gain insight into the skills and responsibilities of a successful Project Manager.

For more information, visit
https://www.creativelive.com/classes/projectmanagement-level-1



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Course Outline

Project Fundamentals

What is a Project?
Characteristics of Projects
The Project Triangle
The Project Lifecycle
What is a Gantt Chart?

Project Management Methodologies

Brief Overview of Methodologies (Waterfall, Agile, etc.)

The Initiating Phase

Project Identification
Project Selection
Project Charter
Project Scope

The Planning Phase

Work Breakdown Structure (WBS)
Task Responsibility
Defining Activities
Sequencing Activities
Network Diagram
Estimating Activity Resources

Resource Management In the Planning Phase

Activity Resources

Resource-Constrained Planning

Resource Requirement Plan

Resource Utilization Plan

Start/Finish Times, Critical Path, and Slack

Establishing Project Start & Completion Times

Critical Path

Total Slack

Free Slack

The Project Manager

Project Manager Responsibilities

Project Manager Skills

Delegation

Managing Change