

# Project Management Training Course Content

## Introduction to PMP

- Introduction
- Agenda
- What is PMP and PMI
- Pre-requisite for PMP Exam
- About the PMP Exam
- PMP Exam Syllabus
- About Be PMP Preparation Tutorial

## Project Management Framework

- Introduction
- Agenda
- Definition of a Project
- What is Project Management
- What is Program Management
- What is Portfolio Management
- Project Management Office (PMO)
- The Triple Constraints
- Stakeholder Management
- Organization Structure
- Project Life Cycle vs. Product Life Cycle

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## **Project Management Process**

- Introduction
- Agenda
- Project Life Cycle vs Project Management Process
- The Five Project Management Process Groups
- Process Groups, Knowledge Areas and Project Management process Mapping
- What happens in Each Process Groups

## **Project Integration Management**

- Introduction
- Agenda
- What is Project Integration Management
- The Key role of Project Manager, Project Team and Project Sponsor
- Project Selection Methods
- The Integration Management Knowledge Area
- Develop Project Charter
- Develop Project Management Plan
- Direct and Manage Project Execution
- Monitor & Control Project work
- Perform Integrated Change Control
- Close Project or Phase

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## Project Scope Management

- Introduction
- Agenda
- What is Project Scope Management
- Product Scope vs. Project Scope
- The Key terms in Project Scope Management
- The Project Scope Management Processes
- Collect Requirements
- Define Scope
- Create WBS
- Verify Scope
- Control Scope

## Project Time Management

- Introduction
- Agenda
- What is Project Time Management
- What is Project Schedule
- The Key terms in Project Time Management
- The Project Time Management Processes
- Define Activities
- Sequence Activities
- Estimate Activity Resources
- Estimate Activity Durations

- Develop Schedule
- Control Schedule
- Schedule Network Analysis Techniques

## **Project Cost Management**

- Introduction
- Agenda
- What is Project Cost Management
- Difference Between Cost Estimating and Cost Budgeting
- Control Account
- The Project Cost Management Processes
- Estimate Costs
- Determine Budget
- Control Costs
- Earned Value Management
- Project Selection Methods

## **Project Quality Management**

- Introduction
- Agenda
- What is Quality Management?
- Cost of Quality
- The Project Quality Management Processes
- Plan Quality

- Perform Quality Assurance
- Perform Quality Control
- Seven Basic tools of Quality
- Introduction to Six Sigma

## **Project Human Resource Management**

- Introduction
- Agenda
- What is Human Resource Management
- Roles and Responsibilities of the Project Sponsor
- Functional Manager vs. Project Manager
- The Project Human Resource Management Processes
- Develop Human Resource Plan
- Acquire Project Team
- Develop Project Team
- Manage Project Team
- Conflict Management
- Powers of Project Manager
- Motivation Theory

## **Project Communication Management**

- Introduction
- Agenda
- What is Communication

- Communication Methods, Technology and Channels
- Basic Communication Model
- The Communication Management Knowledge Area
- Identify Stakeholders
- Plan Communications
- Distribute Information
- Manage Stakeholder Expectations
- Report Performance

## **Project Risk Management**

- Introduction
- Agenda
- What is Risk
- How is risk calculated
- Risk Categorization
- Decision Tree
- Risk Reserve
- The Risk Management Knowledge Area
- Plan Risk Management
- Identify Risk
- Perform Qualitative Risk Analysis
- Perform Quantitative Risk Analysis
- Plan Risk Responses

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## **Project Procurement Management**

- Introduction
- Agenda
- What is a Contract
- Centralized vs. Decentralized contracting
- Different Types of Contract
- Key terms in Procurement Management
- The Procurement Management Knowledge Area
- Plan Procurements
- Conduct Procurements
- Administer Procurements
- Close Procurements

## **Professional and Social Responsibility**

- Introduction
- Agenda
- Ensure Individual Integrity
- Contribute to Project Management Knowledge Base
- Enhance self-Professional competence
- Promote Stakeholder collaboration

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