



Sijison Training

Career and Leadership Development

PROJECT MANAGEMENT COURSE

Sijison Training provides personal and professional training worldwide with the knowledge, skills, and tools to achieve performance excellence in a complex and fast moving global economy. We train thousands of clients with new skills and behaviour, to gain more confidence, advance their careers.

Sijison Training service offerings covers a range of courses from Telecoms Industry to Technology, Business and Management Training. We bring opportunities for both individual and corporate organizations to develop career within their staffs. We offer a wide range of unique seminars, workshops, conferences, customized corporate programs, and consultancy services.

Sijison training offer on-line instructor led training and Post-Training Consulting Services.

Our Valuable proposition is to conduct the following training:

- Project Management and CAPM training
- MicroSoft Project Hands-On training
- Online Access to eLearning Platform
- Project Management Office Setup and processes
- Post Consulting Services



Introduction

This focused course in Project Management will cover methods beyond topics covered in the planning and implementation of projects. Specifically, learning will include Project Life Cycle, CPM and PERT. Participants will also be able to Create Project Task Activities, mitigate risks and develop working competence in the use of MS Project®

By the end of this course participants will be able to define projects, project management, and identify the importance of the PMBOK and PMI. You will be able to identify the five process groups and Nine knowledge areas as well as perform a project needs assessment and write goals, requirements, and deliverables.

Participants/Audience

- Professionals seeking advancement in their career
- New Project Managers
- Experienced Managers looking to update their skills
- Project team members
- New graduates interested in Project Management



Online Access to eLearning Platform

We will also give all participant access to our online e-learning platform where they can read and download materials, watch training videos, reference material. This is an added value to participants and they will have access 24 hours 7 days for 90 days





Module 1: INTRODUCTION

- About PMI and PMP exam
- Exam-Taking Tips
- PMstudy Course Overview
- PMstudy Process Chart

Module 2: PROJECT MANAGEMENT FRAMEWORK

- What is a project?
- Project Stakeholders
- Organizational Structure
- Product Life Cycle, Project Life Cycle, Project Management Life Cycle

Module 3: PROJECT INTEGRATION MANAGEMENT

- Overview of Project Integration
- Develop Project Charter
- Develop Project Management Plan
- Direct and Manage Project Work
- Monitor and Control Project Work
- Perform Integrated Change Control
- Close Project or Phase



Module 4: PROJECT SCOPE MANAGEMENT

- Overview of Project Scope Management
- Plan Scope Management
- Collect Requirements
- Define Scope
- Create WBS
- Validate Scope
- Control Scope

Module 5: PROJECT TIME MANAGEMENT

- Overview of Project Time Management
- Plan Schedule Management
- Define Activities
- Sequence Activities
- Estimate Activity Resources
- Estimating Activity Durations
- Develop Schedule
- Control Schedule

Module 6: PROJECT COST MANAGEMENT

- Overview of Project Cost Management
- Plan Cost Management
- Estimate Costs
- Determine Budget
- Control Costs

Module 7: PROJECT QUALITY MANAGEMENT

- Overview of Project Quality Management
- Plan Quality Management
- Perform Quality Assurance
- Control Quality

Module 8: PROJECT HUMAN RESOURCE MANAGEMENT

- Overview of Project Human Resource Management
- Plan HR Management
- Acquire Project Team
- Develop Project Team
- Manage Project Team

Module 9: PROJECT COMMUNICATION MANAGEMENT

- Overview of Project Communication Management
- Plan Communications Management
- Manage Communications
- Control Communications

Module 10: PROJECT RISK MANAGEMENT

- Overview of Project Risk Management
- Plan Risk Management
- Identify Risks
- Perform Qualitative Risk Analysis
- Perform Quantitative Risk Analysis
- Plan Risk Responses
- Control Risks

Module 11: PROJECT PROCUREMENT MANAGEMENT

- Overview of Project Procurement Management
- Plan Procurement Management
- Conduct Procurements
- Control Procurements
- Close Procurements



Module 12: PROJECT STAKEHOLDER MANAGEMENT

- Overview of Project Stakeholder Management
- Identify Stakeholders
- Plan Stakeholder Management
- Manage Stakeholder Engagement
- Control Stakeholder Engagement

Module 13: REVIEW & FINAL EVALUATION TEST

- Structured Concentrated Review of all Chapters
- Final Test Questions
- End of Course Questions/Next Steps



Post Training Consulting Services

Sijison Training offer its client post training consulting services for up to one month after the training. This will allows participant to schedule a time to ask questions or get clarification on the any part of the training that is not clear to him or her while doing personal post training study.