Project Management Essentials

Category: Business Applications | **Vendor:** Logical Operations

Duration: 24.00 hours (3 days) **19.5 CPD Hours** **Rating:** ⭐ 4.6 (5,878 reviews)

Course Information

Delivery Format: Instructor Led - Online

Course Overview

If you are taking this course, you probably have some exposure to managing projects, or you may be considering embarking on a career as a professional project manager. Your ability as a project manager to demonstrate best practices in project management on the job is becoming the standard to compete in today's fast-paced and highly technical workplace. In this course, you will apply the generally recognized practices of project management to successfully manage projects. Project managers are always under severe pressure to complete projects on time and within budget. However, most projects fail to meet these demands, and, as a result, many projects are terminated early. Successful project management requires knowledge and experience. This course is designed to provide you with the skills needed to be a successful project manager in today's rapidly changing world. The skills and knowledge you gain in this course will help you avoid making costly mistakes and increase your competitive edge in the project management profession.

About This Course

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Who Should Attend

This course is designed for any individual who might need to perform project management activities in their job role on either a formal or informal basis, or any individual who wants to build upon their current project management knowledge to be more productively involved on a project team.

This course is not specifically designed for students who are seeking project management-related certification. Rather, it is designed to introduce a structure to help students more effectively manage projects as well as participate fully on a project team.

Learning Outcomes

Upon successful completion of this course, participants will be able to:

In this course, you will apply recognized practices of project management to manage a project from start to finish.

You will:

- Identify the basic concepts of project management.
- Launch a project.
- Estimate project work.
- Create a project schedule.
- Plan project costs.
- Plan for project risks.
- Plan for project quality and compliance.
- Manage human and physical resources for the project.
- Manage project procurements.
- Plan for change management and monitor the project scope.
- Monitor and optimize project schedule and cost.
- Monitor the quality of the project work and the risks involved.
- Plan communication strategies and manage stakeholder relationships.
- Close a project.

Detailed Course Outline

Getting Started with Project Management

- Define Project Management Basics
- Identify Influencing Factors
- Define Project Management Certifications

Launching Projects

- How Organizations Choose the Right Project
- Identify Project Stakeholders and Their Expectations
- Authorize a Project
- Identify the Project Scope

Estimating Project Work

- Develop a WBS
- Identify the Relationships Between Work Packages
- Identify Resources
- Estimate Time

Creating a Project Schedule

- Develop a Project Schedule
- Create a Schedule Baseline

Planning Project Costs

- Establish Project Costs
- Establish the Cost Baseline
- Reconcile Funding and Costs

Planning for Risk

- Create a Risk Management Plan

  Identify Risks and Their Causes

  Analyze Risks

  Develop a Risk Response Plan

Planning for Quality and Compliance

- Deliver the Desired Project Results
- Verify Compliance Requirements

Managing the Project Team

- Plan Your Project Team
- Assemble the Team
- Develop the Team
- Manage the Team

Managing Project Procurements

- Plan for Project Procurements
- Obtain Responses from Vendors
- Select the Right Vendor
- Manage Vendors and Procurements

Managing Change During Project Execution

- Prepare for Project Execution
- Manage Project Changes
- Monitor the Project Scope

Monitoring and Controlling Project Schedule and Cost

- Monitor and Control the Project Schedule
- Optimize the Project Schedule
- Monitor and Control Project Cost

Monitoring and Controlling Risk and Quality

- Monitor and Control Risks

  Put Quality Plans into Action

  Control Project Quality

Communicating and Reporting

- Communicate During a Project
- Distribute Project Information
- Manage Stakeholder Relationships and Expectations
- Report on Project Performance

Closing the Project

- Deliver the Final Product
- Close Project Procurements
- Close the Project

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- Setting the scene
- Establishing what a project is, what makes projects successful and what makes them fail. Also determines the role of the project manager.
- Project People
- Describes the various roles of a project team
- Phase 1 – Project Start-up
- Uses the Project start-up form to gather all the necessary information and approval for starting a project.
- Phase 2 – Initiate
- Using scenarios, introduces the processes associated with initiating a project: Milestone plan, Stakeholder Analysis form, Critical Path Analysis, Risk log.
- Phase 3 – Deploy
- The Status Report is used to capture information based on a scenario along with the Issue Log and Change Request form.
- Phase 4 – Handover and project closure
- Describes what the end user needs to know when the project is handed over and what should be included in a project closure form.
- Phase 5 – Evaluation and PIR
- Provides examples of what should be included in project evaluation and Post Implementation Review

Additional Course Details

Nexus Humans Project Management Essentials training program is a workshop that presents an invigorating mix of sessions, lessons, and masterclasses meticulously crafted to propel your learning expedition forward.

This immersive bootcamp-style experience boasts interactive lectures, hands-on labs, and collaborative hackathons, all strategically designed to fortify fundamental concepts.

Guided by seasoned coaches, each session offers priceless insights and practical skills crucial for honing your expertise. Whether you're stepping into the realm of professional skills or a seasoned professional, this comprehensive course ensures you're equipped with the knowledge and prowess necessary for success.

While we feel this is the best course for the Project Management Essentials course and one of our Top 10 we encourage you to read the course outline to make sure it is the right content for you.

Additionally, private sessions, closed classes or dedicated events are available both live online and at our training centres in Dublin and London, as well as at your offices anywhere in the UK, Ireland or across EMEA.

Frequently Asked Questions

Q: What delivery options are available for Project Management Essentials?

We offer multiple delivery formats:

- Live Instructor-Led Classroom Online (Virtual/Live Online)
- Traditional Instructor-Led Classroom Training (ILT)
- On-site delivery at your offices anywhere in United Kingdom
- Private dedicated courses customized for your team

Q: How many CPD hours does this course provide?

The 3-day Project Management Essentials course provides up to 19.5 CPD hours of structured learning. CPD certificates can be provided upon request.

Q: What is the duration of the Project Management Essentials training?

The training takes place over 3 day(s), with each day lasting approximately 24.00 hours including breaks for lunch and refreshments.

Q: Do you provide corporate training for Project Management Essentials?

Yes, we provide corporate training, dedicated training, and closed classes for Project Management Essentials. Training can take place anywhere in United Kingdom including London, Manchester, Birmingham, Edinburgh, or live online allowing teams from across United Kingdom or internationally to attend.

Q: Why choose Nexus Human for Project Management Essentials?

Nexus Human is recognized as one of the leading training providers. Our trainers have won multiple awards including:

- Small Firms Best Trainer Award
- National Training Partner of the Year (Ireland) - Multiple Years
- Global Top 30 Instructor Awards (2012, 2019, 2021)
- Tech Excellence Award Nominations
- Learning Performance Institute (LPI) External Training Provider Sponsor 2024

Q: Are there any discount codes available?

Yes! Use discount code **PENPAL5** when booking your Project Management Essentials training. Please note that only one discount code can be used per booking and cannot be combined with other special offers.

Nexus Human

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