

Number	Course Name	Days	PDU's	Cost
PMIT	Project Management for IT Professionals	3	21	\$1,195

See www.softkeyinc.com/pmu.php for course schedule.

This hands-on, highly interactive course is designed to provide practicing project managers and team members the essential skills for managing projects. The course also prepares the student for the Project Management Institute's (PMI®) International Project Management Professional (PMP®) exam. The course covers all areas of the PMBOK® Third Edition as well as all aspects of project management from startup to closeout. Participants will learn how to structure and plan a project, how to form the team, how to monitor and control the project, assess risk, build quality into the project and much more. This course provides a common language for project management and utilizes the terminology and concepts provided in the PMBOK®. The course is designed to be interactive and informal.

Topics:

▶ Overview	▶ Project life cycle	▶ Goals & objectives
▶ Business Case	▶ Project Charter and Kickoff	▶ Project integration
▶ Roles and responsibilities	▶ The project process	▶ Project communications
▶ Planning the project and the project plan	▶ Developing the Work Breakdown Structure (WBS)	▶ Defining task relationships
▶ Estimating	▶ Developing the schedule	▶ Critical path analysis
▶ Analyzing risk & mitigation strategies	▶ Managing project resources	▶ Managing procurement activities
▶ Building in quality	▶ Developing the project budget	▶ Creating the project baselines
▶ Controlling the project	▶ Managing change	▶ Closing the project

At the end of this course you will understand:

- ▶ The project and product life cycle
- ▶ Defining goals and objectives for a project
- ▶ Identifying the project team and assigning roles and responsibilities
- ▶ The project charter and project plan
- ▶ The planning process and the importance of planning
- ▶ Critical path analysis and its importance
- ▶ Assessing scope and schedule risk
- ▶ Techniques in managing a project team
- ▶ Tracking and controlling the project

