



Project Management Principles

This course outline should be used to determine whether the course is appropriate for the student, based on current skills and training needs.

Duration: 2 Day

Audience: New or Existing Project Managers

Introduction: The course is designed for individuals who wish to gain understanding of the principles of Project Management. Using discussion and exercises to explore the concepts of Project Management and how to put those concepts into practice. The course will also consider the qualities required of a Project Manager and the skills involved.

Course Topics:

- What is a Project?
- The role of a Project Manager
- Project Approach
- Project Initiation
- Project Objectives
 - Scope
 - Constraints
 - Costs
 - Resources
 - Deliverables
 - Timescales
 - Strategy
 - Risks
- Project Organisation inc. WBS & Milestones
- Planning & Estimating
- Dependencies
- Gantt Chart
- Controlling Projects
 - Why
 - What
 - How
 - Assessing Progress
 - Impact Analysis
- Resolving Issues & Problems
- Controlling Change
- Completing the Project
- Personal Qualities of the Project Manager
 - Motivating
 - Delegating
 - Communicating
 - Leadership
 - Choosing a Project Manager

At Course Completion delegates will be able to:

Understand the principles of Project Management & how they relate to an organisation

