Proleed
ACADEMY

# Project Management Training Course

CURRICULUM

# Module I – Project Management Fundamentals

- Introduction to Project Management
- Project, Program & Portfolio Management
- Role & Responsibilities of a Project Manager
- Project Lifecycle & Project Phases
- Project Management Process Groups
- Project Management Knowledge Areas
- Project Management Methodologies
- Predictive, Agile & Hybrid Approaches
- Project Constraints, Assumptions & Triple Constraint
- Organizational Structures & Project Environment

## Module II – Project Integration Management

- Project Integration Management Fundamentals
- Project Charter Development
- Project Selection Methods – NPV, IRR, Payback & BCR
- Project Management Plan & Subsidiary Plans
- Project Baselines & Performance Measurement Baseline
- Directing & Managing Project Work
- Managing Project Knowledge
- Monitoring & Controlling Project Work
- Integrated Change & Configuration Management
- Project Closure & Final Report

# Module III – Project Scope Management

- Project Scope Management Fundamentals
- Collecting & Analyzing Requirements
- Requirement Gathering Techniques
- Requirements Traceability Matrix (RTM)
- Defining Project Scope
- Project Scope Statement
- Work Breakdown Structure (WBS)
- WBS Dictionary
- Scope Validation & Acceptance
- Scope Control & Change Management

# Module IV – Project Schedule Management

- Project Schedule Management Fundamentals
- Activity Definition & Sequencing
- Activity Dependencies & Relationships
- Precedence Diagramming Method (PDM)
- Activity Duration Estimation
- Network Diagram Development
- Critical Path Method (CPM)
- ES, EF, LS, LF & Float Calculations
- Schedule Baseline
- Schedule Compression – Crashing & Fast Tracking

# Module V – Project Cost Management

- Project Cost Management Fundamentals
- Cost Estimation Techniques
- Project Budget Development
- Cost Baseline & Reserves
- Earned Value Management (EVM)
- PV, EV, AC & BAC
- Schedule & Cost Performance – SPI and CPI
- EAC, ETC & VAC
- NPV, IRR & Payback Period
- Benefit-Cost Ratio (BCR) & Cost Control

## Module VI – Project Quality Management

- Project Quality Management Fundamentals
- Quality Planning, Assurance & Control
- Quality Metrics & Acceptance Criteria
- Cost of Quality (COQ)
- Cause-and-Effect / Fishbone Diagram
- Pareto Chart & Histogram
- Control Chart & Scatter Diagram
- Check Sheet & Flowchart
- Root Cause Analysis, Audits & Process Analysis
- PDCA, Kaizen & Continuous Improvement

## Module VII – Project Resource Management

- Project Resource Management Fundamentals & Processes
- Resource Management Planning
- RACI Matrix – Roles & Responsibilities
- Organizational Breakdown Structure (OBS) & Resource Categorization
- Functional, Projectized & Matrix Organizations
- Resource Acquisition & Resource Allocation
- Team Development – Tuckman's Model
- Motivation Theories & Situational Leadership
- Performance Reviews & Conflict Management
- Resource Optimization, Virtual Teams & Interpersonal Skills

# Module VIII – Project Risk Management

- Project Risk Management Fundamentals
- Risk Management Planning
- Risk Identification Techniques
- Risk Register
- Probability & Impact Matrix
- Qualitative Risk Analysis
- Quantitative Risk Analysis
- Expected Monetary Value (EMV) & Simulation
- Risk Response Strategies
- Risk Monitoring & Control

# Module IX – Project Procurement Management

- Project Procurement Management Fundamentals
- Procurement Management Lifecycle
- Make-or-Buy Analysis
- Procurement Planning
- Contract Types
- Procurement SOW, RFP, RFQ & IFB
- Vendor & Source Selection
- Bid Evaluation & Negotiation
- Procurement Monitoring & Control
- Contract Closure

# Module X – Project Communication & Stakeholder Management

- Project Communication Management Fundamentals
- Communication Methods, Models & Channels
- Communication Requirements Analysis
- Communication Management Plan
- Project Meetings & Performance Reporting
- Stakeholder Identification
- Stakeholder Register
- Stakeholder Analysis & Mapping
- Power–Interest Grid & Engagement Assessment
- Stakeholder Communication & Engagement Strategies

# Module XI – Agile & Hybrid Project Management

- Introduction to Agile Project Management
- Agile Manifesto & Principles
- Predictive vs Agile vs Hybrid Approaches
- Scrum Framework & Scrum Roles
- Scrum Events & Artifacts
- Product Backlog & Sprint Backlog
- User Stories & Acceptance Criteria
- INVEST Criteria for User Stories
- Story Points & Agile Estimation
- Kanban & Hybrid Project Management

# Module XII – Jira for Project Management

- Introduction to Jira & Project Setup
- Scrum & Kanban Projects
- Epics, Stories, Tasks, Bugs & Subtasks
- Product Backlog Management
- Sprint Planning & Sprint Management
- Story Points, Priorities & Work Assignment
- Jira Boards & Workflows
- Filters & JQL
- Jira Automation & Integrations
- Dashboards, Reports & Project Tracking

# Module XIII – Microsoft Excel for Project Management

- Excel Web for Project Management
- Work Breakdown Structure (WBS) in Excel
- Project Task & Schedule Tracking
- Project Budget & Cost Tracking
- Earned Value Management (EVM) in Excel
- Project Risk Register
- Issue & Action Tracking
- RACI / Responsibility Matrix
- Project Status Tracking & Conditional Formatting
- Charts & Project Management Dashboards

# Module XIV – Microsoft Project for Project Management

- Microsoft Project Desktop Interface & Project Setup
- Project Calendar & Working Time
- Creating WBS, Tasks & Milestones
- Task Durations & Dependencies
- Leads, Lags, Constraints & Deadlines
- Gantt Chart & Network Diagram
- Critical Path & Float Analysis
- Resource Creation & Assignment
- Project Baselines & Progress Tracking
- Schedule Variance, Tracking Gantt & Project Reports

# Project Management Training Course

Schedule

Duration

## 4 Months

(16 Weeks)

## Training Schedule

**Weekdays Training**

Monday to Friday

**Weekend Training**

Saturday & Sunday

**Daily / Weekly Session**

Live Online Instructor Led Session



# Project Management Training Course Fee

**Limited Time Offer**

| Currency | Code | Offer Price | Regular Price |
|---|---|---|---|
| US dollar | USD | **850** | ~~1300~~ |
| Canadian dollar | CAD | **1150** | ~~1600~~ |
| Australian dollar | AUD | **1280** | ~~1800~~ |
| Sterling pound | GBP | **660** | ~~1050~~ |
| New Zealand dollar | NZD | **1320** | ~~1900~~ |
| Indian rupee | INR | **65,000** | ~~95,000~~ |

Fee is inclusive of all applicable taxes and include examination and certification fee.

No other hidden charges of any type.

# Thank You!

Thank you for downloading our curriculum! We're excited to be part of your learning journey. Feel free to reach out if you need more information.

## Contact Us


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