



Project Management Training & Workshops

A blended approach to learning project management designed to fit your organization needs and unique environment

Fundamentals of Project Management

Much of the work that you do can be organized as a project. The ability to successfully define and subsequently manage a project is quickly leaving the realm of the extraordinary and is becoming a core competency for many organizations. Managing a project is not easy and project management skills do not come naturally to many people. Fortunately, the skills associated with defining and managing a project can be learned. Understanding and practicing the concepts taught in this class increases the likelihood of success on the project.

Prerequisites

None, this class provides a basic overview of all aspects of project management

Learning Objectives

At the end of this class, participants will be able to:

- Understand the phases of the project cycle.
- Understand and use the PM processes across all phases of a project
- Understand the value of utilizing appropriate project management processes
- Apply the project management processes to the execution of an active project.
- Share best practices and tools related to project management

Who Should Attend

- Project managers and team members that manage and work on projects
- Managers that manage project managers and monitor project status

Venue

In order to minimize costs, our workshops are delivered in your own facilities, this helps you save with travel and lodging which in many cases represent 50% of the total cost of training one of your staff at a remote location.

Course Details (2 days)

This course is designed to introduce the fundamental concepts on project management to organizations and project managers. The course makes an introduction to the principal processes and tools of project management, from the Project processes to the Project cycle. Participants will obtain a critical foundation and understanding on the modern concepts of Project Management and will prepare them to move to more complex subjects.

Session 1: Development Project Management (1 hour)

- The Modern Project Management Methodology
- The Definitions of Project and Project Management
- The Four Project Management Constraints

Session 2: Project Management Cycle (3 hours)

- The Project Management Environment
- An Introduction to the Six Project Management Phases
- The Project Management Cycle

Session 3: Project Management Processes (4 hours)

- An Introduction to the Project Management Processes
- The Four Enabling Project Management Processes
- The Five Facilitating Project Management Processes

Session 4: Project Management Competencies (2 hours)

- The Role of the Project Manager
- The Responsibilities of the Project Manager
- Managerial Skills for Project Managers
- Interpersonal Skills for Project Managers
- Influence and Power of the Project Manager

Session 5: Project Management Governance Structure (2 hours)

- The Project Management Organizational Structures
- The Programmatic Focus Structure
- The Matrix Structure
- The Project Based Structure

Session 6: Advanced Project Management

- The Development Project Management Maturity Model
- Program Management
- Portfolio Management
- The Project Management Office
- Project Management Information Systems

Course Cost. The cost of this course is **\$3000** for up to **10** participants in the **US**. Participants will receive a copy of the book "Fundamentals of Project management" and a CD containing a copy of the presentation used on the course plus material to help them review the key lessons learned. Additionally each participant will receive free access to our support intranet for one month where they can ask questions and get mentoring on applying the new skills on their projects.

For organizations based outside the US please send an email to: info@pm4dev.com to get a quote based on your location and number of participants.

Extending the Capabilities of Project Management

PM4DEV professionals understand how you do your work. And, our satisfied customers confirm that we're uniquely positioned to help you achieve measurable success by utilizing a unified approach that combines:

- **Reliability.** PM4DEV works closely with you to ensure a successful project outcome. Our job isn't finished until we've achieved your goals.
- **Expertise.** We understand your challenges and our project management workshop services were developed by people with an extensive experience. PM4DEV professionals have the necessary knowledge and resources to guarantee your project success.
- **Methodology.** Our proven processes and methodology were developed during successful engagements allowing PM4DEV professionals to work with maximum speed to efficiency.

PM4DEV can provide flexible training and workshops tailored to the unique needs of your organization. Our training services will enable you to quickly take advantage of the many benefits of our project management expertise.

e-mail us at training@pm4dev.com for information on training and workshop services. Or schedule an interview with one of our customer representatives.