

EFPM: EFFECTIVE PROJECT MANAGEMENT (3 DAYS / 21 PDU's)**PROGRAM DESCRIPTION**

This 3-day course provides an essential foundation in project management, covering the entire project life-cycle from initiation and planning through to execution and closeout. Participants will work in teams to plan and execute simulated projects with management tools as used by professional project managers. This program is aligned with the Project Management Institute's (PMI®) A Guide to the Project Management Body of Knowledge (*PMBOK® Guide*).

PROGRAM OUTLINE

- Overview of Project Management
 - Project Management and Project Management Context
 - Project Management Processes
 - Project Manager Roles and Responsibilities
- Project Initiation
 - Business Needs and Opportunities
 - Project Selection Methods
 - Project Charter
 - Requirements Analysis
- Project Plan Development
 - Preparing a Work Breakdown Structure (WBS)
 - Estimation and Network Diagramming Techniques
 - Resources and Budgeting
 - Risk Management
- Project Execution and Delivery
- Project Monitoring and Control
 - Monitoring Project Performance
 - Integrated Change Control
 - Project Closeout

WHO SHOULD ATTEND

This course is perfect for project managers, team members, business development professionals, and anyone who wishes to achieve a better understanding of project management principles and best practices to ensure project success.

WHAT YOU WILL LEARN

- Key concepts, terms, and principles of project management
- To adopt a project management methodology for the whole life cycle of a project
- To develop a project plan, build a Work Breakdown Structure, estimate, optimize schedules, control cost, manage stakeholder expectations, and risk planning
- To effectively track, control, and report project performance