



Project Management Series 8 Sessions – 24 Hours of Interactive Training

The Project Management series from LearnKey provides three complete courses of instruction that help with skills needed to succeed at project management. Courses include Project Management Professional 2005, Project Management, and Project 2003.

Benefits

- Stay on track; manage your resources more effectively, saving time and money.
- Understand how to use the best techniques to succeed at project management.
- Gain professional rewards, career opportunities and increased earning potential.
- Increase your personal productivity by quickly identifying specific project needs.

About The Authors

LearnKey maintains relationships with an impressive list of publishers with content covering a wide variety of subject matter areas. LearnKey also has relationships with a host of subject matter experts who are distinguished authors, trainers, consultants and educators.

PMP 2005

Session 1

Section A: Framework Fundamentals

- PMP Certification
- What Is a Project?
- Project Context
- What Is Project Management?

Section B: Essential Project Management Expertise

- Areas of Expertise
- Project Management Body of Knowledge
- Application Area Knowledge
- The Project Environment
- General Management Skills
- Interpersonal Skills
- Knowledge Areas
- Changes in PMBOK® Guide

Section C: Project Management Basics

- The Project Life Cycle
- Who Are the Stakeholders?
- Organizational Politics and Influences
- Differentiating Organizational Structure
- The Role of the PMO

Section D: The Project Environment

- Managing the Triple Constraint
- Process Groups
- Process Relationships/ Project Life Cycle
- Processes and Knowledge Areas
- Process Interaction Customization

Section E: Project Initiation

- Project Initiating Processes
- Project Charter and Purpose
- Project Selection Methods
- Project Management Methodology

Section F: Initiating Tools and Techniques

- Project Management Information System
- Using Expert Judgment
- Using MBO
- Accounting Concepts in Project Selection
- Developing a Project Scope Statement

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Session 2

Section A: Integration and Scope Management

- Project Planning
- Integration Management
- Scope Management
- Work Breakdown Structure

Section B: Time Management

- Time Planning
- Network Diagrams

Section C: Activity Estimation

- Estimating Concepts
- Estimating Example
- Estimating Terms to Know

Section D: Cost Management

- Cost Management Processes
- Cost Estimating Concepts
- Cost Estimating Formulas
- Accounting Terms Revisited

Section E: Quality and Communication Management

- Quality Management
- Human Resource Management
- Conflict Management
- Communication Management
- Communication Methods

Section F: Risk and Procurement Management

- Risk Management
- Risk Identification
- Risk Analysis
- Risk Response
- Procurement Management

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Session 3

Section A: Project Management Executing Processes

- Project Execution
- Assuring Quality
- Developing the Project Team
- Distributing Information
- Managing Project Procurement

Section B: Controlling the Project

- Project Control
- Integrations Control
- Reasons for Project Changes
- Controlling Scope

Section C: Controlling the Triple Constraint

- Controlling the Schedule
- Controlling Cost
- Earned Value Analysis
- Controlling Quality
- Managing the Project Team
- Motivational Theories

Section D: Communicating Project Performance

- Managing Communication
- Managing Risk
- Managing Procurement

