



Project Management for Senior Managers and Customers Course Outline

Course Overview

This one-day course introduces the senior managers, department managers, customers, and other key stakeholders to the principles and processes of project management. Based on the Project Management Institute's (PMI®) *Guide to the Project Management Body of Knowledge (PMBOK®) Sixth Edition*, the course introduces participants to common terms, concepts, tools, techniques, documents, and processes. Additionally, the course outlines the roles, responsibilities, and contributions of managers, customers, and key stakeholders to successfully plan, execute, monitor and control, and close a project. Participants are encouraged to bring copies of their company's mission statements and strategic plans with them to class. Participants will receive 6.5 PDUs upon completing this course.

Course Details

Class Duration	1 day, (7 contact hours)
Course Materials Provided	Electronic course files, including participant manual and templates
Course Price	\$495 per participant. Special group pricing available.
PMI Course Number; PDUs	3446YMR553; 7 PDUs

Prerequisites

Some experience overseeing, managing, or working on projects helpful, but not required.

Instructors

We hand pick our instructors to ensure you receive a top-quality educational experience. Some of our instructors have over 20 years of experience in the field, as well as years of adult education experience. We require that our instructors have a minimum of 10 years of experience in the subject matter they deliver, as well as at least three years of adult education classroom experience. Your training class is only as good as your instructor.

Our founder, Brian Salk, PhD, PMP®, PMI-ACP®, personally hires and trains all of our instructors. Our instructors attend Dr. Brian's intensive train-the-trainer session, designed to help instructors deliver effective, interactive, and informative training sessions that are tailored to the unique learning styles of adult students. Dr. Brian's highly interactive teaching style is based on proven educational theory and over 25 years of practice. He has won the prestigious Worldwide Excellence in Training award four times.

Pinnacle Professional Development, LLC

www.pinnacleprodev.com

37510 Sienna Oaks Drive

New Baltimore, MI 48047

For sales information, contact Brian Salk, PhD 586-295-2519; brian@pinnacleprodev.com

Project Management for Senior Managers and Customers Course Outline

Lesson 1: Project Management Introduction

- Project Management Introduction Overview
- Defining Projects (1.2.1)
- The Importance of Project Management (1.2.2)
- Organizational Goals, Strategy, Portfolio, Program, Project, and Operations Management (1.2.3)
- Project Selection Criteria
- Case Study Selection
- The Project Life Cycle Overview
- Benefits Measurement Plan

Lesson 2: The Environment in Which Projects Operate

- The Environment in Which Projects Operate Overview
- Project Management Office

Lesson 3: The Role of the Project Manager

- The Role of the Project Manager Overview (3.1)
- Project Management Competencies (3.4)
- Levels of Skills Capability (3.4)
- Comparison of Leadership and Management (3.4.5)

Lesson 4: Initiating Processes

- Initiating Process Group Overview
- Develop Project Charter (4.1)
- Identify Stakeholders (13.1)

Lesson 5: Planning Processes

- Planning Process Group Overview
- Section A: Management Plans
 - Develop Project Management Plan (4.2)
 - Plan Stakeholder Engagement (13.2)

- Section B: Scope, Resource, Schedule, and Cost Processes
 - Scope, Resource, Schedule, and Cost Processes Overview
 - Collect Requirements (5.2)
 - Define Scope (5.3)
 - Create WBS (5.4)
 - Estimate Project ROI
- Section C: Risk Processes
 - Risk Processes Overview

Lesson 6: Executing Processes

- Executing Process Group Overview
- Direct and Manage Project Work (4.3)
- Manage Project Knowledge (4.4)
- Develop Team and Team Building (9.4)

Lesson 7: Monitoring and Controlling Processes

- Monitoring and Controlling Process Group Overview
- Perform Integrated Change Control (4.6)
- Validate Scope (5.5)

Lesson 8: Closing Processes

- Closing Process Group Overview
- Close Project or Phase (4.7)