COURSE SYLLABUS

Project Management Level I Online

Gain an understanding of the strategies, methods, and terminology used in project management. Build practical knowledge of the five stages of the project lifecycle with a focus on Initiation and Planning, and learn about the skills and responsibilities that define a successful Project Manager.

> Group classes (Live Online) and onsite training are available for this course. For more information, email partnerships@vdci.edu or visit: https://vdci.edu/courses/project-management-level-i-online



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Course Outline

Project Fundamentals

- What is a Project?
- Characteristics of Projects
- The Project Triangle
- The Project Lifecycle
- What is a Gantt Chart?

Project Management Methodologies

- Brief Overview of Methodologies (Waterfall, Agile, etc.)

The Initiating Phase

- Project Identification
- Project Selection
- Project Charter
- Project Scope

The Planning Phase

- Work Breakdown Structure (WBS)
- Task Responsibility
- Defining Activities
- Sequencing Activities
- Network Diagram
- Estimating Activity Resources

Resource Management In the Planning Phase

Activity Resources

Resource-Constrained Planning

Resource Requirement Plan

Resource Utilization Plan

Start/Finish Times, Critical Path, and Slack

Establishing Project Start & Completion Times

Critical Path

Total Slack

Free Slack

The Project Manager

Project Manager Responsibilities

Project Manager Skills

Delegation

Managing Change