PMI HK Project Management Training Course Outline

PMBOK® knowledge areas coverage:	• This is a course which gives participants a good understanding of the processes of managing projects, especially **Project Planning**:	Upon completion of this course, participants will:
√ *Integration Management*	• Basic concepts and terms.	√ Get a good overview of PM framework & basic concepts
√ *Scope Management*	• Project stakeholders, project objectives, and life cycle models.	√ Get a good understanding of project management methods and fundamental project management skills, concepts and techniques.
√ *Time Management*	• Clear needs of the stakeholders, scope definition, planning, and control. How to develop WBS and project plan	
√ *Cost Management*	• Project scheduling, network diagrams, resource planning, and schedule control	√ **Learn real life examples of practical experience in proven project management techniques.**
√ *Risk Management*	• Project costing, , budgeting, and project estimates	
√ *Procurement Management*	• Risk identification, assessment and, risk response to control	√ Practice learned skills on class exercises
√ *HR Management Highlights*	• Basic contract law, Contract Management and Tender Evaluation, as well as essential elements of tender preparation	√ Get one step closer to taking the PMP examination (obtained 35 contact learning hours required by the PMP Exam).
√ *Communications Management Highlights*	• PM roles & responsibility	
√ *Quality Management*	• Project Quality management activities and quality assurance plan, and quality control	
√ *PMP Exam Style Question Test & Ans*	• Organization planning, staff acquisition, and team development, such as motivation, influencing team members	
	• Concepts, tools and techniques in project communication planning, distribution,	

	an progress reporting
	
	♦ Earned Value analysis (cost)
	
	♦ Critical Path Calculation & Critical
	    Chain Method (time)
	
	♦ A simulated test of 30 PMP Exam style
	    MC Questions with answers explained	