



Project Management Introduction

Course Description

Course Description: This course teaches students basic project-management techniques, including managing time and costs. Students will identify the features and attributes of a project, the steps and variables of the project management process, the effects of environmental, socioeconomic and organizational structure issues, and the responsibilities of a project manager. Course activities also cover defining the project scope, writing a project charter, developing a work breakdown structure, identifying time management components, describing schedule development, using mathematical analysis techniques, and assigning resources. Students will also learn how to estimate resource costs, create a capital budget, control the project costs, and compute a project's estimate at completion (EAC) and variance at completion (VAC).

Course Content

Unit 1: Fundamentals of project management

- Projects
- The project management process

Unit 2: Characteristics of a project

- The project environment
- The project manager
- The project team

Unit 3: Project initiation and scope planning

- Project initiation
- Scope planning

Unit 4: Scope definition, verification, and change control

- Scope definition
- Scope verification
- Scope change control

Unit 5: Time management

- Activity definition and sequencing
- Activity duration

Unit 6: Schedule development and control

- Schedule development
- Schedule control

Unit 7: Resource identification and cost approximating

- Resource identification
- Cost approximating

Unit 8: Budgeting and cost control

- Cost budgeting
- Cost control