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HTML

Coverage – Basic Level

Introduction to Project Management

- What is Project?
- Project Vs. Operations
- What is Project Management?
- Importance of Project Management
- Competencies of Project Manager
- Project's Competing Factors (Scope, Cost, Time, Resources, Risk, Quality)
- Project Process Group
- Project Planning Tools
  - Project Charter
  - Work Breakdown Structure (WBS)
  - Critical Path Method (CPM)

Activity

- Create a Project Charter
- Critical Path Method

Assessment

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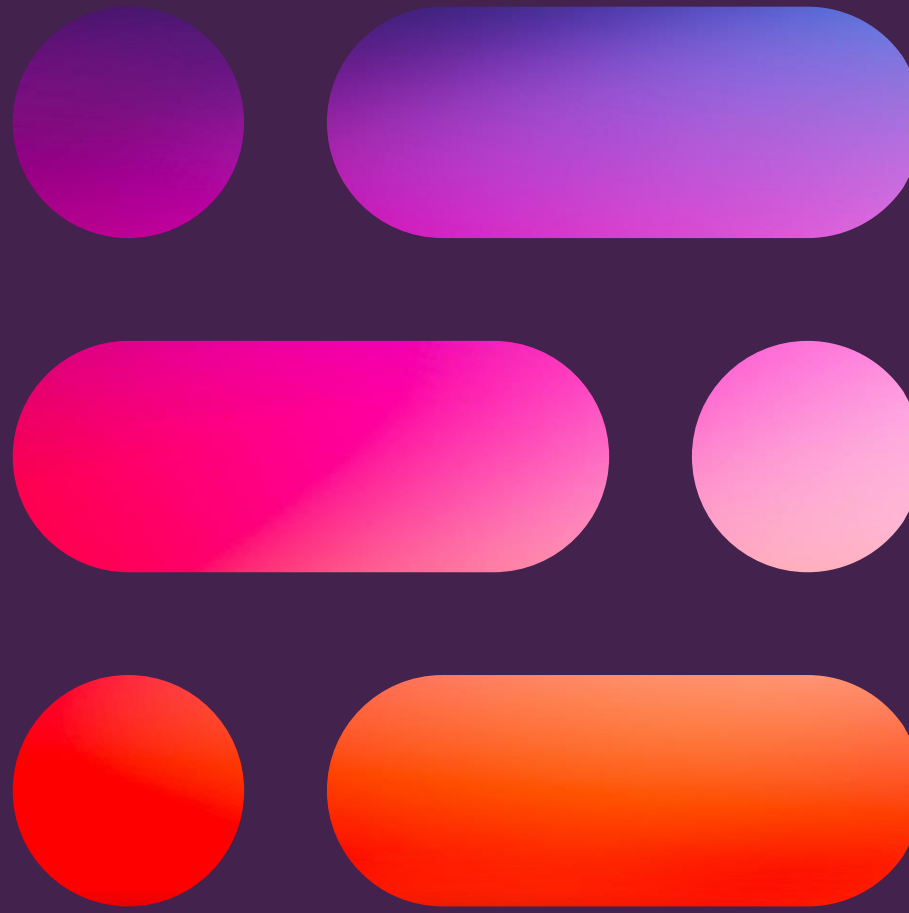
Project Management

BASIC LEVEL



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What is Project

A project is a temporary endeavor undertaken to create a unique product, service or result. The temporary nature of projects indicated that a project has a definite beginning and an end.

Timeline

Project has a fixed timeline with definite start end points

Resources

Project has defined and limited resources

Tools

Special tools and techniques are used for project management

Team

Project needs a diverse team stretching across departments and functions

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What is Project Management

Application of **processes, method, knowledge, skills** and **experience** to achieve objectives of unique project is known as project management

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Project Life Cycle

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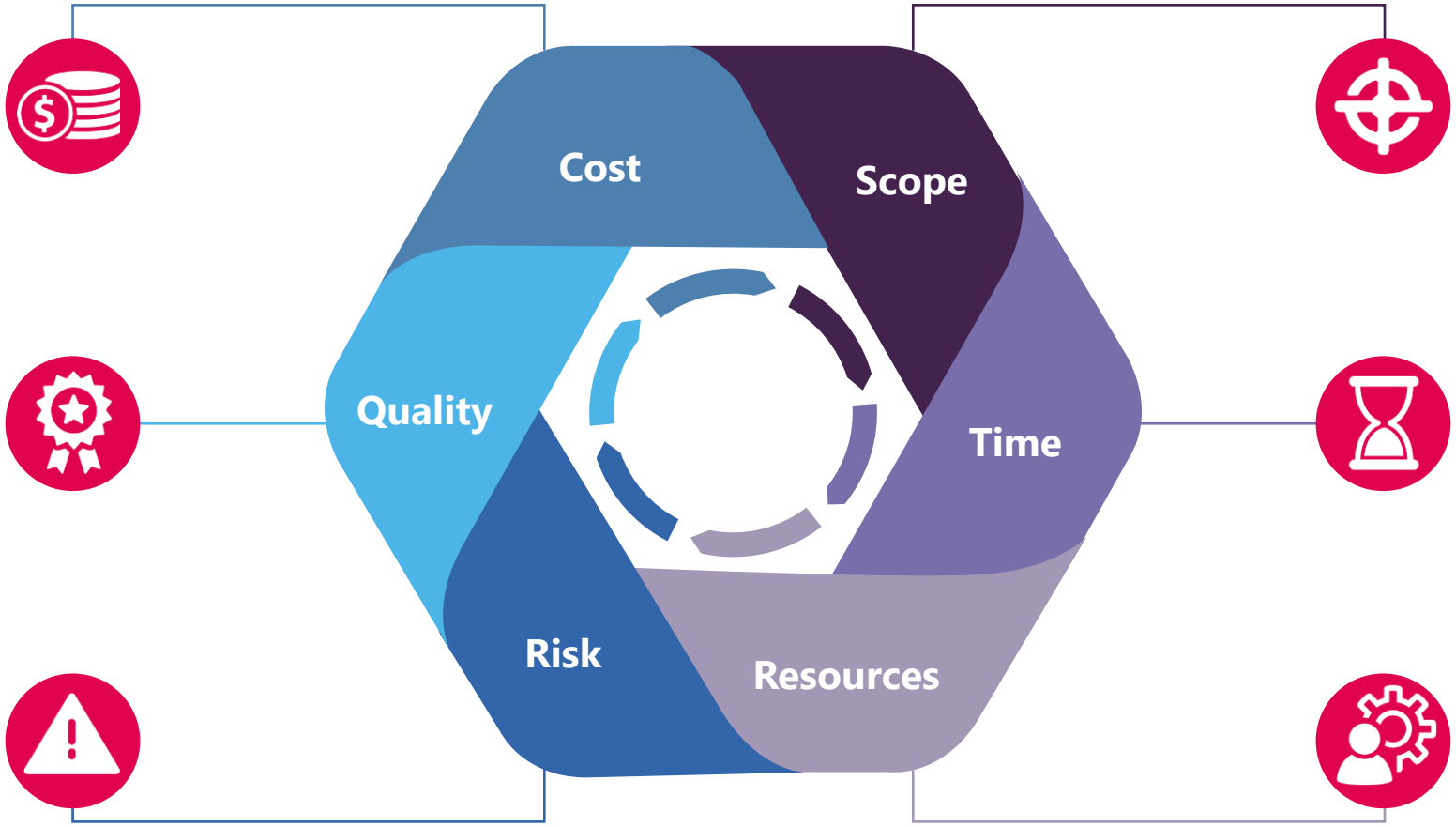
Project's Competing Factors (Constraints)



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Project Management Process Group

Initiation

Checking the feasibility and measuring the worth

Planning

Making blueprint to achieve the project's objective

Execution

Allocation of resources and making the deliverables

Monitor & Control

Monitors and controls the working of the project to ensure project is going as per schedule

Closing

Last stage where everything what went well and what went wrong all through process is summed up

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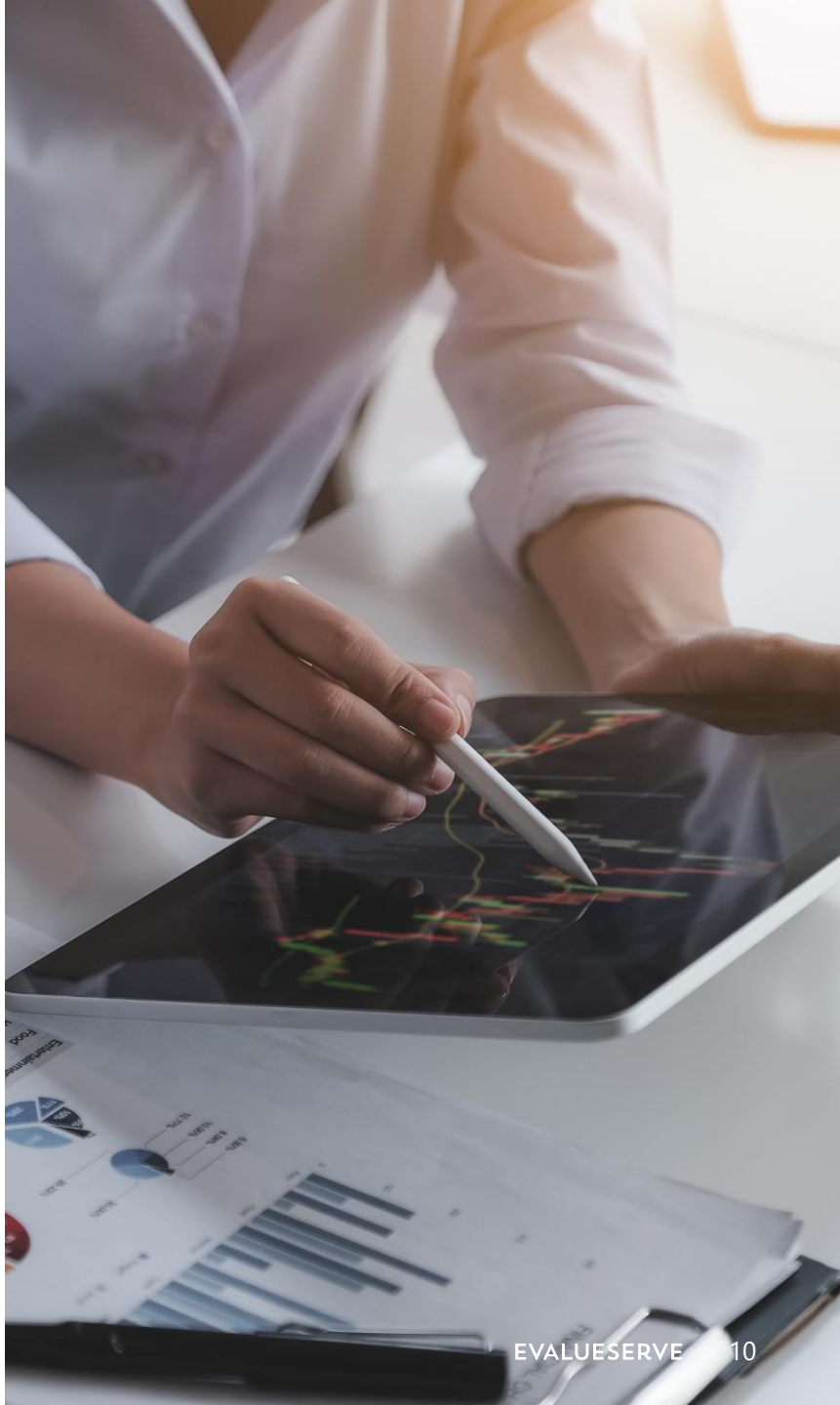
WBS (Work Breakdown Structure)

- **Hierarchical decomposition of total scope of work** (“inverted tree” structure)
- Deliverable/ phase-oriented grouping of project components
- Used to develop or confirm common understanding of project scope.
- Work package helps in:
  - Creating schedule, cost estimation better
  - Better monitoring and controlling
  - Information/data dissemination & aggregation
  - Coding & attaching various attributes to work packages



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Critical Path Method (CPM)

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Critical Path Method (CPM)

- **It's the sequence of scheduled activities that determines the duration of the project.**
  - The path with longest duration.
  - Identifies dependencies between tasks, and shows which tasks are critical to a project.

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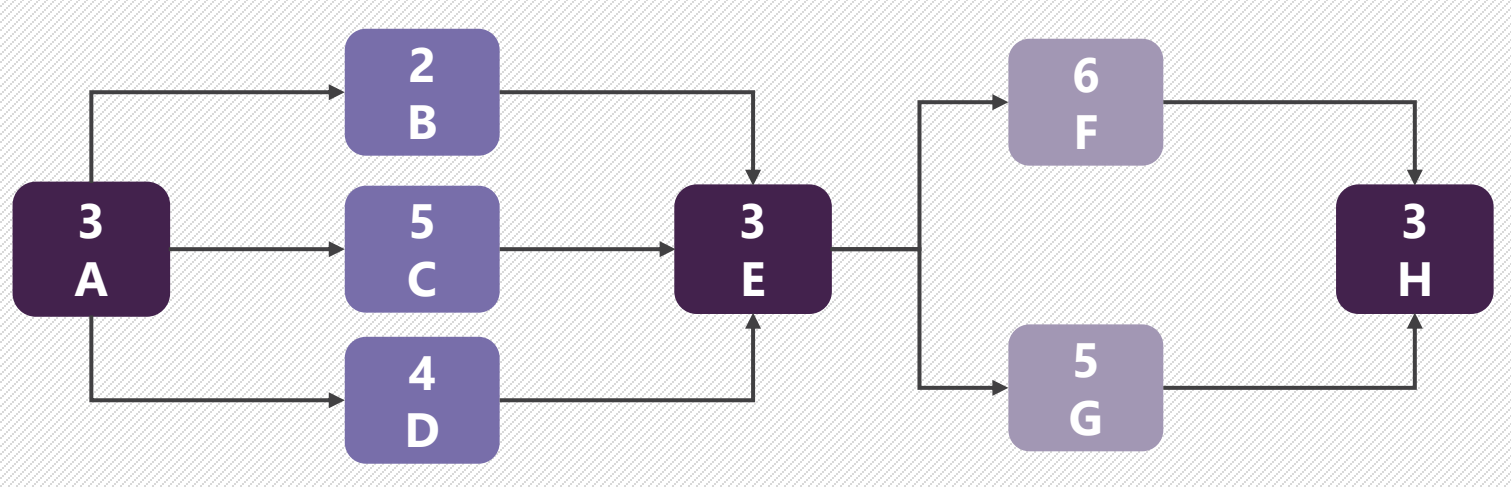
Creating Schedule Network diagram

Activity	Duration (Days)	Predecessor (s)
A	3	None
B	2	A
C	5	A
D	4	A
E	3	B,C,D
F	6	E
G	5	E
H	3	F,G



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Coverage – Advanced Level

Cost Planning

- Cost Estimating Tools
- Earned Value Method (EVM)

Managing Risks

- Project Risk
- Scale & impact
- Probability & Impact Matrix
- Risk responses
- Risk Register

Managing Project Changes and Closure

- Managing Changes
- Project closure

Activity

Assessment

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