# Certified Project Director (CPD)

## Introduction

This Certified Project Director (CPD) e-course is recognized worldwide as one of the most prestigious aspects of project management credentials. It is designed for senior and experienced professionals, who desire to upgrade their skill set. The CPD certification course allows experienced senior managers and executives to acquire new skills and advanced techniques in managing, controlling complex projects and management issues. Whether the candidate is managing a group of project managers or is looking for a career path towards being a project director, the CPD certification course is best for them.

## Course Highlights

This course teaches you about core aspects such as:

- Project Management Fundamentals
- Scope Creep
- Budgets and Cost (Estimate Costs, Determine Budgets, Control Costs)
- Aligning Goals, Projects, and Competencies
- Issue Log Document
- Managing Risk Communications
- Probability and Impact, Risk Matrix
- Tools for Managing Multiple Projects
- Project Management Technology
- Professional Qualities for a successful Project Director
- Career Path Competencies for a successful Project Director

## Course Outline

| Module 1 – Introduction | • When is a project and not an organizational activity?<br>• What additional information would make the "projects" become "operational activities"?<br>• Project Lifecycle phases?<br>• Project Processes<br>• Project Management Fundamentals<br>• Top 10 qualities of a Project Manager<br>• The Project Team's Key Players<br>• Scope<br>• What is a Scope Creep?<br>• Five Scope Management Process for a Project Director<br>• Budgets and Cost (Estimate Costs, Determine Budgets, Control Costs)<br>• Fundamentals of the Project Life Cycle |
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| Module 2 – Aligning Goals, Projects, and Competencies | • The Alignment Matrix<br>• Rank the Priorities<br>• Identify the top 3 skills needed to Manage each Project<br>• Establish the Organizations 10 Core Competencies<br>• Align the Project Skills by relating them to a Competency Value<br>• Comparing listed strengths versus project skills to complete the Matrix<br>• Comparing listed strengths versus project skills to complete the Matrix<br>• Identifying gaps and Utilizing strengths |

| Module 3 – Organizing Multi-Project Communications | • The Delivery of Information involving Multiple, Ongoing Projects<br>• Influences on Communicating<br>• Getting the Information to the Right People The Right Way<br>• Completing and Simplifying the Communication Matrix<br>• Communicating Issues; and, Managing and Documenting Change<br>• Issue Log Document |
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| Module 4 – Managing Risk Communications | • Introduction to Managing Risk<br>• 'What is it and Where' can I find it?<br>• Probability and Impact<br>• Risk Matrix<br>• Tools for Managing Multiple Projects<br>• Project Management Technology<br>• Technology Needs Assessments |
| Module 5 – Tools for Managing Multiple Projects | • Project Management Technology<br>• Technology Needs Assessments |
| Module 6 – Leadership | • Establishing Goals<br>• Examining the Role of a Project Director<br>• Project or Practice Management Roles<br>• Project Accounting Roles<br>• Examining the Qualities of an Effective Leader<br>• Professional Qualities for a successful Project Director<br>• Career Path Competencies for a successful Project Director<br>• Organizational Responsibilities |

## Prerequisites

The candidate must meet all the following prerequisites as mentioned below

- The candidate must hold a Bachelor's university degree, OR Post-graduate / Master's university degree or above, or globally equivalent.

Apart from the above prerequisites, additionally, the candidate must hold any one of the below-mentioned certification/credentials.

- Professional in Project Management (PPM)™ from Global Association for Quality Management (GAQM)
- Project Management Professional (PMP)® from Project Management Institute (PMI)
- Prince2® Practitioner from APMG
- Certified Project Manager (CPM) from Global Information Assurance Certification (GIAC)

## Target Audience

Project Managers who manage multiple projects, Project Sponsors, Project Steering Group/ Project Board members, Project/Business Owners, and Senior Stakeholder

## Duration

20 to 25 Hours