

# Lesson 04 Overview



## Integrated Change Control

### Lesson Overview

Students will learn why change control is critically important, and how to implement processes within a project to effectively manage change. They will study document management processes and learn about project security.

### Learning Objectives

Students will study:

- the relationship between project management and change management
- change control theory and processes
- the creation of a Change Management Plan
- the reasons for document management
- the creation of a Document Management Plan

### Workflow

1. Read Wysocki: Chapter 6, pp. 241-246
2. Read PMBOK: Section 4.5, pp. 94-100
3. Review PPT on Integrated Change Control
4. Review Change Management Plan template
5. Review Change Control request template
6. View You Tube video (URL in the assignment)
7. Complete Change Control assignment 1
8. Review PPT on Document Management and Security
9. Review Document Management Plan template
10. Complete Change Control assignment 2
11. Participate in Discussion forum for week 5