Toast to Project Management - (2 Days)

✦ Overview

This course introduces an individual to the basic skills in managing a Project using generally accepted best practices as described by Project Management Body of Knowledge (*PMBOK*® Guide) of Project Management Institute (PMI). The objective is to introduce the Project Management Principles at a level for individuals with 3 to 7 years of experience and no formal education on Project Management. The course is designed with adult learning technique of backing theory with practical application immediately. All Activities are based on case studies that would ensure cohesiveness in understanding various theoretical concepts presented in the class. End of day test on each day, ensures recapitulation.

✦ Course Pre-requisites

The course is applicable to anyone who wishes to benefit from the structure and rigour of a project management framework. This would include aspirants from streams such as Project Management, Quality, Finance, HR and others.

✦ Course Summary

- Introduction
- Scope Management
- Time Management
- Risk Management
- Cost Management
- Quality Management
- Human Resource Management
- Communication Management
- Procurement Management
- Stakeholder Management
- Integration Management

✦ After attending this program, you should be able to

- Gain knowledge and skills to be able to independently plan, organize and manage projects of various sizes
- Apply the concepts and framework of Project Management to your daily work activities
- Use the techniques and templates provided in the class

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