



Introduction to Project Management

Full Day Course
9:00am – 4:00pm

Topics Covered:

The course provides an overview of Project Management and provides those new to the topic with an excellent introduction to the subject-matter area, whilst those who already have some experience in Project Management will benefit from this course by both building on and expanding, their existing knowledge by learning additional theories and procedures they will be able to implement.

- **Project Management Body of Knowledge (PMBoK)**
- **Projects and Operations**
- **Reasons for Project Failure**
- **The Project Life Cycle**
- **Overview of the 9 Areas of PMBoK**
- **Project Initiation stage**
 - Project Scope
 - Key Project Stakeholders
- **Project Planning stage with a focus on:**
 - Scope and the Work Breakdown Structure
 - Estimating, Time (schedule) and Cost
- **Project Execution stage**
 - Project Team
 - Project Reporting
- **Project Finalisation stage**
 - Closing a Project



On completion of this course, attendees should have gained a sound understanding of the basics of Project Management. Attendees will learn current, best-practice methodologies in Project Management during this intensive 1-day course.

Trainer Profile:

Dr. Neil Pearson is an experienced senior manager who employs a problem-solving, solutions-driven approach-style of management. Possessing excellent leadership skills he is highly experienced in establishing and developing high-performing, high yielding teams. He is a well-respected mentor & coach and a strategic thinker who can interact with and engage both Executive Management teams and University students using his clear communication and confident public speaking skills.

Dr. Pearson has both national and international Portfolio/Program & Project Management skills and experience, and can support Change Management across the Business. He works in both the Corporate Education arena (lecturing/tutoring at QUT and UQ) and selectively works across professionally well-respected, private corporate education providers.

Trainer's Qualifications: Doctor Of Philosophy, Cert IV Training & Assessment, Diploma in Project Management, Master of Science, BA(Hons) in Data Processing



Course Details:

Booking Information:

To reserve a place in this course please contact Envisage Training or visit our website to enrol online.

Envisage Training:

- Computer Training
- ICT & Software Applications
- Instructor-Led Online Training
- Professional Development
- Room & Equipment Hire
- Training Needs Analysis

Delivery Modes:

- Scheduled Courses
- In-House & On-Site
- Instructor-Led Online Training
- Customised Courses



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Last Updated: Sept 2011

Duration:

1 Full Day

Who should attend:

This course is ideal for Project Administrators or Managers who need to know 'what project management is about.' Attendees will learn about the key concepts of Project Management and the Project Management life cycle.

Course Pre-requisites:

No prior project management knowledge is required.

Related Courses:

Now that you have gained a good overview of the field, why not extend your knowledge further and grow the skills needed to unleash the full power of the Microsoft Project application? Envisage Training's Basic, Intermediate and Advanced courses will provide you with the necessary training to give you the advantage.

- Time Management with Microsoft Outlook,
- Microsoft Project (Introduction, Intermediate, Advanced)
- Essential Project Management, or;
- Advanced Project Management