

**MODULE 2: PROJECT MANAGEMENT**

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**SESSIONS**

**Session 1:**

**Week 1:**

**Introduction to Project Planning;**

*Project Goals,*

*Project Deliverables,*

*Project Schedule*

*Supporting Plans*

*Inclusive: Project Planning Tools*

**Session 2:**

**Week 2: Organizational Management;**

*Scope Management,*

*Requirements Management,*

*Schedule Management,*

*Inclusive: Project Planning Tools*

**Session 3:**

**Week 3: Financial Management;**

*Financial Management*

*Quality Management*

*Resource Management*

*Inclusive: Project Planning Tools*

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## Session 4:

### Week 4: Stakeholder and Communications Management;

*Stakeholders Management*

*Communications Management*

*Project Change Management*

*Inclusive: Project Planning Tools*

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## MODULE RESUME

A project is **temporary** in that it has a defined beginning and end in time, and therefore defined scope and resources.

And a project is **unique** in that it is not a routine operation, but a specific set of operations designed to accomplish a singular goal. So a project team often includes people who don't usually work together – sometimes from different organizations and across multiple geographies.

The development of software for an improved business process, the construction of a building or bridge, the relief effort after a natural disaster, the expansion of sales into a new geographic market — all are projects.

And all must be expertly managed to deliver the on-time, on-budget results, learning and integration that organizations need.

**Project management**, then, is the application of knowledge, skills, tools, and techniques to project activities to meet the project requirements.

It has always been practiced informally, but began to emerge as a distinct profession in the mid-20th century. PMI's *A Guide to the Project Management Body of Knowledge (PMBOK® Guide)* identifies its recurring elements:

**Project management processes fall into five groups:**

1. Initiating
  2. Planning
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3. Executing
  4. Monitoring and Controlling
  5. Closing

**Project management knowledge draws on ten areas:**

1. Integration
2. Scope
3. Time
4. Cost
5. Quality
6. Procurement
7. Human resources
8. Communications
9. Risk management
10. Stakeholder management

All management is concerned with these, of course. But project management brings a unique focus shaped by the goals, resources and schedule of each project.<sup>1</sup>

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**MODULE OBJECTIVES:**

At the end of the training, the participant should be able to;

1. To be able to describe activities, stakeholders, resources and associated risks in executing a project
2. To be able to draw a product roadmap, investments and risks required
3. To be able to anticipate roadblocks in project execution and management and possible mitigations
4. To be able to map out each stakeholders' values and roles for the success of the project
5. To define success of the project and key ways of how you can measure it

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<sup>1</sup> <https://www.pmi.org/about/learn-about-pmi/what-is-project-management> retrieved on 14th August 2020

