

## **CERTIFICATE IN PROJECT MANAGEMENT**

In the past few decades, organizations have discovered an incredible insight: the principles of “Project Management” can be applied to almost any aspect of everyday management! Businesses are increasingly recognizing that effective delivery across functions requires efficient project management capabilities.

The programme will give participants an overview of the entire project management process, as well as key project management tools that they can use every day. Working with project planning documents, such as needs assessment, risk management plan and a communication plan will enhance the project management capability of the participant.

### **COURSE CONTENT**

- Introduction to Project Management
  - Project Manger’s responsibility
  - Process Group Magnets solutions
- Organizational Structure
- Time Management ( Priority Management)
- Drawing of Network
- CPM with 3 activity estimate
  - Schedule Compression
    - Crashing
    - Fast tracking
- Resource Allocation & Resource Leveling
- Cost Management
  - Cost Budgeting & Control
  - Tools and Techniques
- Earned Value Management
- Social Projects
- Mega Infrastructure Projects
- Project Quality Management

- o Concept of Quality
- o Processes of Project Quality Management