

MONA SCHOOL OF BUSINESS & MANAGEMENT
THE UNIVERSITY OF THE WEST INDIES, Mona

COURSE OUTLINE

Programme: **Executive Development Courses**

Course Title: Fundamentals of Project Management SBSC 6002

Contact Hours: Six (6)

COURSE OUTLINE:

This 6-hour certificate course introduces participants to the Fundamentals of Project Management.

OBJECTIVES:

At the end of this course, participants should be able to understand:

- The foundational elements necessary for working in, and understanding the discipline of project management.
- The project life cycle, the project management process groups, and the project management knowledge areas.
- The influences from the environment in which projects operate, and their influences on project success
- The role that the project manager plays in achieving the project's objectives
- How to direct and manage project work
- The importance of successfully closing out project work
- How to develop a project charter
- How to develop a change management plan
- Describe the elements of a project management plan

COURSE CONTENT:

- Introduction to project management
- The influences of the project environment
- The role of the project manager
- Developing a project charter

- Overview of a project management plan
- Directing and managing project work
- Managing changes in projects
- Closing the project

EVALUATION & CERTIFICATION:

- ✓ Course grades are based on a combination of individual and group assignments and a multiple choice test.
- ✓ At the end of the course, participants who achieve an overall grade of 50% or more on individual and group assignments will be issued a ***Certificate of Achievement***.
- ✓ Participants who achieve an overall grade of less than 50% will be issued a ***Certificate of Participation***.
- ✓ In addition, to be eligible for either certificate, participants must be present for the entire workshop.

PRE-REQUISITES:

No prior knowledge of Project Management is assumed or required for this course.