

# Certificate in Project Management

## Course Curriculum

### Course Overview:

*This course gives hands-on online training that teaches students the fundamentals of Project Management Principles and Guidelines that will enable them to be Effective and Efficient in their various Fields of Endeavour. At the end of the course, participants will be able to apply Project Management knowledge, Skills, Tools, and Techniques at their workplace.*

DAY	MODULE	OBJECTIVES	TOPICS	HOURS
Day 1	1. Introduction Project Management and Organization Influences & Project Lifecycle	At the end of this Module, you will understand project, program, and portfolio. Difference between project and operations management and why Project Management.	1. Introduction to Project Management 2. Organization Influences 3. Project Life Cycle	2.0
Day 2	2. Project Management Process and Project Integration Management	At the end of this Module, you will understand what Process and Product are, and their overlap and interaction throughout the project. Also, the unifying body of knowledge will be understood i.e. Integration Management	1. Project Management Processes 2. Integration Management and its processes	3.5
Day 3	3. Scope Management	At the end of this Module, you will understand basically what works are within the project that is expected to be delivered. Also, learn to avoid Scope Creep to stay on target.	1. Scope Management and its processes	3.5
Day 4	4. Schedule Management	At the end of this Module, you will be able to understand the underlying principles and steps in ensuring the management of the timely completion of the Project.	1. Schedule Management and its processes	3.0
Day 5	5. Cost Mangement	At the end of this Module, you will be able to use the processes involved in this knowledge area to plan, estimate, determine a budget, and control the fund ascribed to a Project	1. Cost Management and its Processes	3.0
Day 6	6. Quality/Resource/Communication Management	At the end of this Module, you will be able to understand the steps needed to meet the Quality Requirements of a Project. Likewise, how resources are arranged, and the communication needs for a project to be completed successfully.	1. Quality/Resources/Communication Management and their Processes	4.0

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<b>Day 7</b>	7. Risk Management and Procurement Management	At the end of this Module, you will understand how Risk works, its processes, and management. Also, you will acquire the basic skills involved in getting products or services outside the project team.	1. Risk Management 2. Procurement and its Processes	<b>3.0</b>
<b>Day 8</b>	8. Stakeholders Management and Ethics of the Profession	At the end of this Module, you will be able to understand how people impact the outcome of a Project. Also, you will learn the ethics of the profession	1. Stakeholders Management and its Processes and Ethical Guidelines relating to the Profession	<b>2.0</b>
			<b>TOTAL</b>	<b>24</b>