



PM 101

Project Management Introduction and Project Initiation

Course Description

Project Management 101 focuses primarily on how to begin a project and ensure that you have everything you need, including a charter and a viable stakeholder management process. In this Project Management 101 workshop, we make the process, jargon, and tools of professional project managers easy for everyone to understand. After a brief overview of industry standards and PMI (the Project Management Institute), you will experiment with various activities in order to learn what makes a project successful.

Outcomes:

- Develop a better understanding of Project Management and PM Terms
- Techniques to deal with change requests
- Usable structures to start a project the right way
- How to manage stakeholders

Module 1: Understanding and Beginning a Professional Project

Project Management Basics

- Project Management terms and basics
- Project Constraints
- Responding to Change Requests
- Setting Clear Project Goals and Deliverables
- Overview of PM Process Groups
- 4 Questions to Ask at the Start of Every Project

PMI: The Industry Standard

- The Project Management Institute (PMI)
- PMI Certifications – Project Management Professional
- How/Why you Might Get Certified

Module 2: Stakeholder Management and Launching the Project

Stakeholder Management

- Identify Stakeholders
- Getting Stakeholders on Your Side

Identifying Feasibility and Project Launch

- Preliminary Requirements Gathering
- Realign to Solution Focus
- Announce the Project with a Charter