



ABOUT THE TRAINING

Many companies today are turning to experienced project management leaders to assure product development and production are aligned to ensure success in the marketplace.

Tighter budgets, time constraints, and limited resources are creating challenges that require new tools and techniques when approaching projects at all phases of planning and production.

Richland College offers several courses designed to maximize project success for experienced managers or individuals new to the role of project leader.

Course content and class exercises build on project management basics as well as advanced methodologies found within IT and software development teams.

Students attending courses will receive continuing education units (CEU's) and certificates.

Please contact your Richland College representative for pricing and additional course information or to request a consultation meeting with Corporate Services staff and Project Management instructor to personally discuss your company needs.

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Richland College is an equal opportunity institution.

Project Management

proven strategies, tools, and techniques for managing complex projects

Intro To Project Management (48 hours)

A fundamental introduction to project management concepts associated with the PMBOK (Project Management Body of Knowledge), which is the national standard (ANSI) for project management.

Knowledge areas and phases include:

- Time, Cost, Scope, Risk, Quality, Procurement, Communications, Human Resources, Integration
- Initiation, Planning, Execution, Controlling, Closing
- Roles and responsibilities of a Project Manager

Managing Complex Projects (32 hours)

The efforts of "Project Management Essentials" are put to use as the teams simulate working the project with daily business problems where schedule, cost and scope are addressed around every turn. They are challenged to trim the schedule for an early completion and are required to maintain the costs in line with the budget. Highlights include:

- Team-based decision making
- Competition against other teams
- Team-based, detailed post-mortem analysis of project metrics

Microsoft Project 2000 (24 hours)

The course focus is on creating a project schedule efficiently so that as a schedule or it's company needs grow, the student will be capable of scaling their project schedule creation skills to meet the needs. Areas of effort include:

Project Management Essentials (32 hours)

The students are put into "consulting" teams and work together to create a complete project plan to the point of baseline for a simulated product with a \$2 Million dollar budget and 10 month schedule. Processes evaluated and documents created include:

- Project Charter
- Statement of Work (SOW)
- Schedule (120 task using MS Project)
- Budget
- Communication Plan
- Risk Management Plan
- Quality Plan

System Analysis & Design (32 hours)

An overview of the entire Software Development Life Cycle (SDLC) process as it relates to today's technology environment. Team based activities reinforce practical analysis and design skills in the lab based environment utilizing Microsoft Visio.

- Requirements analysis
- Software application requirements
- Database design
- Unit and system testing
- Prototyping and CASE tools

- Work Breakdown Structure (WBS) and Task List
- Predecessor and successor relationships
- Duration estimation and techniques to improve it
- Assigning of resources and resource leveling
- Baseline vs. actual
- Reporting
- Advanced techniques for program management

Other Courses Offered

- IT Fundamentals
- Project Management Tools
- Advanced Earned Value Analysis
- Project Management Professional (PMP) Certification
- Technical or Business Writing
- Proposal Writing
- Presentation Skills
- PMP Test Prep