

# Project Management

**Course description:** This course focuses on the key elements for successful project management. It identifies the main components that must be effectively managed by a project manager: Project scope, schedule, and cost.

It also identifies the constraints that may jeopardize the success of any given project: scarcity of resources, costs, and contingencies. Several methods are reviewed to plan for successfully dealing with these constraints during the execution of a project.

## Course Outline

1. **Project Scope** is the definition of what the project is supposed to accomplish. Any changes to the project scope need to be noted immediately.
2. **Timeline** (schedule). As changes to the schedule are needed, the project manager should have the flexibility to adjust as these changes occur.
3. **Cost.** Resources needed for the project should be properly identified in order to calculate a realistic budget. These resources consist of people, materials, and equipment. Organizations typically have limited resources; therefore, precise knowledge on what project resources are critical for the project success is needed. The budgeting process establishes a means for developing and tracking the cost of making these resources available timely and efficiently.



Understanding into the project management framework that embodies the various stages of the project life cycle, which is the traditional approach to project management:

1. Initiating.
2. Planning.
3. Executing.
4. Monitoring and Controlling.
5. Closing.

Take the first step to a more successful future!  
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