Project Management Techniques (Delivered fully online)

Course Overview

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This 10-week evening course is <u>delivered fully online</u> and is a comprehensive and practical introduction to Project Management. The content and delivery is applicable to all industrial sectors (not just technical projects). The content is based on the Project Management Body of Knowledge (PMBOK©) which is administered by the Project Management Institute (PMI) in the USA. The PMBOK is a worldwide recognised professional standard for the practice of Project Management.

The course is aimed at those involved in a wide range of projects. Participants come from a wide range of sectors and backgrounds and are typically involved in the planning, control and execution of project work in the broadest sense. Lectures are combined with case studies, workshops, simulations and practical projects. Course delegates complete various assignments in the class, as project teams and individually. Candidates should have basic computer skills, as hands-on computer practical sessions will be incorporated to instruct participants in the key areas of project planning and control.

This course also aims to familiarise attendees with the context in which a project occurs. The interaction between organisational structures, work relationships and managing oneself are explored. The broader environment of project management is examined including factors influencing personal effectiveness, leadership and communications.

In summary, the course focuses on 2 main areas, primarily learning new tools and techniques to manage projects more effectively. Secondly gaining increased awareness and learning in the area of 'soft skills' (e.g. leadership, team management, motivation, communication, negotiation, etc.) that are essential to effective project management.

Course Content
Participants are expected to work on a project of their own choosing and submit some short course assignments to achieve certification.

- Introduction to Project Management and the fundamentals
- Project selection & initiation. Defining the Project Charter and Project Scope
- Project Planning and defining the Work Breakdown Structure (WBS)
- Managing Project Scope and Change in projects
- Project Scheduling - Activity Definition, Activity Duration Estimating, Activity Sequencing, Schedule Development, Schedule Control
- Project Scheduling Software - Microsoft Project 2020, progress measurement and reporting
- Managing Project Quality and Risk management
- Managing Project Finance and Resources
- Project Closeout and Evaluation
- Managing People – Team development and the Project Managers Role
- Improving personal effectiveness as a project manager
- Leadership Styles, Communication, Negotiating

Start Date & Cost
One evening per week for 10 weeks - every Tuesday evening, 6.30pm to 9.30pm.

The next courses will commence on Tuesday September 20th 2022 and on Tuesday January 31st 2023. However, since places are strictly limited, early enrolment is advisable. Applications can be made via; http://www.cit.ie/course/CREMBXX7

The course fee is €925. There is also a discount structure in place for 2 people or more attending from one company (5% for 2 people, 10% for 3 or more).

Awarding Body
Students who successfully complete the course will be entitled to a Quality and Qualifications Ireland (QQI, formerly known as HETAC) certificate worth 5 Credits at level 7 (Ordinary degree level) on the National Framework of Qualifications**.**

Note: Successful participants from the evening class will be eligible for three sessions optional exemption from the Diploma in Project Management and a reduced price from €3,850 to €3,250.