

MITP - Managing IT Projects

Duration:

4 days

Points:

PDU: 28

CEUs: 2,8

Learn the fundamentals of the art of IT project management

“IT” means different things to different people. This course addresses all areas of IT project management: hardware, software, systems integration, communications and human resources. It addresses the role of the project manager and the project team at each phase of the project life cycle, helping you gain the foundation, basic experience, techniques and tools to manage each stage of your project. You'll learn techniques to determine customer requirements, set goals tied directly to stakeholder needs, get the most from your project management team, and utilize project management tools to get work done on time and within budget.

Who the course is for:

- Junior IT Project Managers
- IT Project Managers
- Team Leaders
- Project Team Members

Course objectives:

By the end of this course, you will be able to:

- Define the role of the IT project manager
- Develop a results-driven project management team
- Identify, interpret, and manage the real project requirements
- Develop a focused project plan to manage IT projects
- Estimate IT project costs and schedules using proven techniques
- Find solutions to problems specifically related to IT projects

Benefits:

- Useful and readily applicable tools
- Consistent professional terminology in the field of project management
- An international expert available for consultation (during and after the training course)
- Sharing experience with other participants and opportunity for business networking
- A prestigious certificate from George Washington University
- Improving your business English skills
- Bilingual training materials with additional reference materials

PMBOK® Guide knowledge areas:

- Project Integration Management
- Project Scope Management
- Project Quality Management
- Project Time Management
- Project Cost Management
- Project Human Resources Management
- Project Communications Management
- Project Risk Management

Course Topics

1. Overview of IT Project Management

- a. Definition and characteristics of IT project management
- b. Common reasons why IT projects fail
- c. Critical factors for IT project success
- d. The IT project life cycle and the activities of each life cycle phase
- e. Project processes common to all projects

2. Concept Phase

- a. Selecting and funding IT projects
- b. Identify key project stakeholders
- c. The purpose and content of an IT business case
- d. Preparing a project charter

3. Requirements Phase

- a. Identify and articulate customer requirements
- b. Distinguish between functional and technical requirements
- c. Using different methods for gathering requirements
- d. Developing a requirements traceability methodology

4. Planning Phase

- a. Key components of the project plan and the planning process
- b. Constructing a work breakdown structure showing all work components
- c. Building a project schedule
- d. Estimating duration, resources, and costs
- e. Risk management planning and risk response planning
- f. Subsidiary management plans including communications, procurement, and quality

5. Design Phase

- a. Major activities of the preliminary and detailed design activities
- b. Typical content of the technical specification document
- c. Design techniques use in developing the technical solution
- d. Make or buy decision methodology

6. Construction Phase

- a. Developing a project team to build and deliver the product

- b. Quality assurance activities, testing and audits
 - c. Assessing project performance
 - d. Developing and using a change request methodology
 - e. Developing risk response strategies
- 7. Delivery Phase**
- a. Key activities of the delivery phase
 - b. Four major product/system conversion strategies
 - c. Understand the "go-live" transition responsibilities of the project manager
 - d. Develop scope verification and customer acceptance strategies

Certification

After finishing this training you will get a prestigious certificate from George Washington University!

Management Training & Development Center

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