

CompTIA Project+ Certification

Overview

In this course, students will apply recognized practices of project management and understand a project's life cycle and roles and skills necessary to effectively initiate, plan, execute, monitor and control, and close a project.

Course Objectives

Upon successful completion of this course, students will be able to:

- Identify the fundamentals of project management.
- Perform the pre-project setup.
- Initiate a project.
- Plan project strategies.
- Develop project schedules.
- Plan project staffing, communication, and quality.
- Plan project risk management.
- Plan project costs.
- Plan project procurements.
- Plan for change management and transitions.
- Manage project execution.
- Manage project procurement.
- Control project performance.
- Monitor and control the triple constraints.
- Monitor project risks and procurements.
- Perform the project closure processes.

Duration

5 Days

Who Should Attend

Individuals in various job roles who are involved in leading, managing, and participating in small to medium scale projects.

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Course Topics

Module 1	Exploring Project Management Fundamentals - Examine the Basics of Project Management - Describe the Project Life Cycle - Examine Organizational Influences on Project Management
Module 2	Performing the Pre-Project Setup - Create a Project Concept Definition Statement - Examine Project Selection - Determine Strategic and Operational Relevance - Perform Project Feasibility - Determine Technical Requirements
Module 3	Initiating a Project - Prepare a Project Statement of Work - Create a Project Charter - Identify Project Stakeholders
Module 4	Planning Project Strategy - Identify Elements of the Project Management Plan and Subsidiary Plans - Determine Stakeholder Needs - Create a Scope Statement - Develop a Work Breakdown Structure
Module 5	Developing the Project Schedule - Create an Activity List - Create a Project Schedule Network Diagram - Identify Resources - Estimate Time - Develop a Project Schedule - Identify the Critical Path - Optimize the Project Schedule - Create a Schedule Baseline
Module 6	Planning Human Resources, Communications, and Quality - Create a Human Resource Plan - Create a Communications Management Plan - Create a Quality Management Plan

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Module 7	Planning Project Risk Management - Examine a Risk Management Plan - Identify Project Risks and Triggers - Perform Qualitative Risk Analysis - Perform Quantitative Risk Analysis - Develop a Risk Response Plan
Module 8	Planning Project Costs - Estimate Project Costs - Estimate the Cost Baseline - Reconcile Funding and Costs
Module 9	Planning Project Procurements - Plan Project Procurements - Prepare a Procurement Statement of Work - Prepare a Procurement Document
Module 10	Planning for Change Management and Transitions - Develop an Integrated Change Control System - Develop a Transition Plan
Module 11	Managing Project Execution - Direct Project Execution - Execute a Quality Assurance Plan - Assemble a Project Team - Develop a Project Team - Manage a Project Team - Distribute Project Information - Manage Stakeholder Relationships and Expectations
Module 12	Managing Project Procurement - Obtain Responses from Sellers - Determine Project Sellers
Module 13	Control Project Performance - Monitor and Control Project Work - Manage Project Changes - Report on Project Performance

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Module 14	Monitor and Control the Triple Constraints - Control Project Scope - Control Project Schedule - Control Project Costs - Manage Project Quality
Module 15	Monitoring Project Risks and Procurements - Control Project Risks - Managing Vendors and Procurements
Module 16	Performing the Project Closure Processes - Deliver the Final Product - Close Project Procurements - Conduct a Closeout Meeting - Close a Project