

CDU delivering AIM Professional Short Courses

Project Management Fundamentals

Overview

For those new to project management this program provides a foundation to understanding the project management life cycle, functions essential to successful project management and common project management terminology and concepts. This program is designed to develop the skills required to complete a project plan which ensures completion on time, to budget and within the project specifications.

Designed For

People who are new to project management, including project team members, operational people with project management as part of their role, team leaders, marketing coordinators.

Content

Project lifecycle and phases of a project
Communication techniques
Roles and responsibilities of the project manager
Planning and control in project management
Project management terminology and concepts
Project management tools and techniques

Learning Outcomes

Describe the different stages of a project
Describe the role and management responsibilities of a project manager
Outline the importance of planning and control for project management
Identify project management tools and techniques

Course Duration: 2 days