

# ESSENTIAL PROJECT MANAGEMENT

This module gives participants a unique insight into project management and broad knowledge of the field. The module covers all knowledge areas of project management, and gives participants what they need to plan and execute projects in a professional manner.

Practical and interactive exercises give the participant an insight into recognised methods and tools that are used in running successful projects.

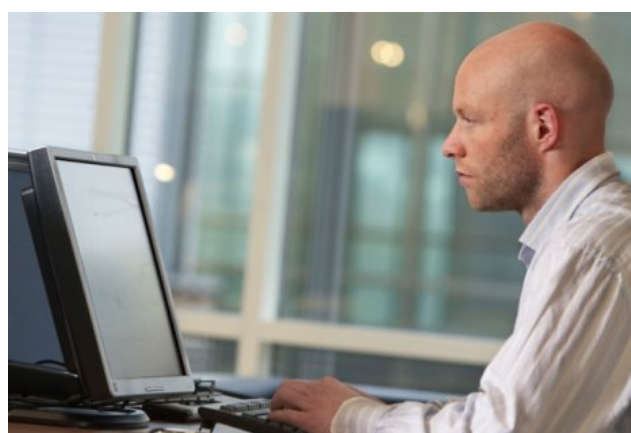
## Target group

This module is aimed at project managers, project team members and functional managers who work with projects.

## Objectives

After completing the module, the participant should:

- Be familiar with the main areas and processes involved in the field of project management
- Have gained an insight into the main methods and tools used for managing projects from feasibility through to completion.



## Contents

The module covers the following areas:

- Projects and terminology
- Project management – the main knowledge areas
- Project phases, processes and decision-making milestones
- Business objectives and project objectives
- Organisation, roles and responsibilities, interplay with the functional organisation
- Project management throughout all phases of the project – from feasibility to completion
- Risk management and contracts
- Team work
- Quality and project management

## Accomplishment

The module can be completed as an e-learning course, or as e-learning and one day classroom training.

## Scope

The course comprises 17 lessons, which are accessible for 6–8 weeks with support from a net mentor. It takes about 20-40 hours of work to complete the course. However, this depends on the competence level of the participant.

## Feedback from participant

“The course exceeded my expectations. I’ve done e-learning courses before, but this was clearly the best course I’ve ever taken”

The module is part of Metier Academy’s portfolio of courses in Project Management with a focus on “From projects to benefits”. It can be accomplished as a stand-alone unit or as part of a complete training programme in project management.

Metier’s course modules support the international standards for project management, such as PMI®’s “A Guide to the Project Management Body of Knowledge” or “PMBOK Guide®” and PRINCE2. The “Basic project management” module earns participants 20 PDUs (Professional Development Units) in PMI®’s Continuing Certification Requirement Program.