

Project Management: Intermediate

Course length: 1 Day

Objectives

- ◆ Identify the characteristics and goals of quality management, incorporate quality management directives into projects, address the key issues of quality management, ensure quality during the initial phases of a project, and identify the techniques used in quality planning and the characteristics of a good quality management plan.
- ◆ Conduct an audit, identify the areas to save the cost associated with quality improvement, develop a quality control system, and identify quality control tools.
- ◆ Classify project risks, identify risk management goals, design a risk management plan, identify the issues that the plan must address, identify project risks by using various tools, and classify project risks.
- ◆ Identify the goals and benefits of risk assessment, follow the qualitative risk analysis process, use quantitative analysis techniques, draw a decision tree, follow the risk response process, identify the categories for possible risk response plans, use the methods of monitoring and controlling project risks, and identify the outcomes of monitoring and control.

Course Content

Unit 1: Quality management

- Topic A: Fundamentals of quality management
- Topic B: Quality planning

Unit 2: Quality assurance and control

- Topic A: Quality assurance
- Topic B: Quality control

Unit 3: Risk identification and management

- Topic A: Fundamentals of risk management
- Topic B: Risk management planning
- Topic C: Risk identification

Unit 4: Risk analysis, response, and control

- Topic A: Qualitative analysis
- Topic B: Quantitative analysis
- Topic C: Risk response
- Topic D: Risk monitoring and control

Unit 5: Organizational planning

- Topic A: Project managers
- Topic B: Organizational planning

Unit 6: Staff acquisition and team building

- Topic A: Staff acquisition
- Topic B: Team building

Unit 7: Planning and distributing information

- Topic A: Communications planning
- Topic B: Distributing information

Unit 8: Project performance and conclusion

- Topic A: Performance reporting
- Topic B: Concluding a project