

# Effective Project Management

## Course content

### Overview

- What is a project
- Project Management Lifecycle vs. Solution Development Lifecycle
- The PMBOK and how to use it
- The Project Manager Role
- Project Leadership and Team Building

### Initiate

- Project Charter Development
- Scope Statement Development

### Plan

- Creating a Work Breakdown Structure
- Schedule Development
- Resource Planning
- Communications Planning
- Risk Planning
- Project Plan Integration

### Execution/Control/Close

- Scope Control
- The Triple Constraint and Project Control
- Project Communications

## **Templates**

- Project Charter
- Scope Statement
- Assumptions and Constraints Log
- Issues Log
- Communications Plan
- Project Change Log