



Training Agenda

Day 1

Session	Topic	Subtopics
Session 1	Introduction / Review of Fundamentals	<ul style="list-style-type: none">• Setting expectations for the training• Identifying individual and group issues.• Core project management competencies and frameworks
Coffee break		
Session 2	Review of Fundamentals	<ul style="list-style-type: none">• Core project management competencies and frameworks• Identify key knowledge areas and process groups• PMBOK
Lunch break		
Session 3	Initiating a Project	<ul style="list-style-type: none">• Understanding of 1st Key Project Mgt Process Group (Initiating a Project)
Coffee break		
Session 4	Initiating a Project / Planning a Project	<ul style="list-style-type: none">• Business Canvas Model exercise• Understanding of 2nd Key Project Mgt Process Group (starting with Integration Elements)

Day 2

Session	Topic	Subtopics
Session 1	Planning a Project	<ul style="list-style-type: none">• Understanding of 2nd Key Project Mgt Process Group (Scope and Time related elements)
Coffee break		
Session 2	Planning a Project	<ul style="list-style-type: none">• Understanding of 2nd Key Project Mgt Process Group (Scope and Time related elements)
Lunch break		

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Session 3	Planning a Project	<ul style="list-style-type: none"> • Cost and Budget Elements • Case Study work
Coffee break		
Session 4	Planning a Project	<ul style="list-style-type: none"> • Quality Elements

Day 3

Session	Topic	Subtopics
Session 1	Planning a Project	<ul style="list-style-type: none"> • Remaining Plan Elements
Coffee break		
Session 2	Planning a project / Executing a Project	<ul style="list-style-type: none"> • Remaining Plan Elements • Understanding of the 3rd Key Project Mgt Process Group (Executing a Project)
Lunch break		
Session 3	Executing a Project	<ul style="list-style-type: none"> • Understanding of the 3rd Key Project Mgt Process Group (Executing a Project)
Coffee break		
Session 4	Executing a Project / Monitoring & Controlling a Project	<ul style="list-style-type: none"> • Understanding of the 3rd Key Project Mgt Process Group (Executing a Project) • Understanding of the 4th Key Project Mgt Process Group (Monitoring and Controlling)

Day 4

Session	Topic	Subtopics
Session 1	Monitoring & Controlling a Project	<ul style="list-style-type: none"> • Understanding of the 4th Key Project Mgt Process Group (Monitoring and Controlling)
Coffee break		
Session 2	Monitoring & Controlling a Project / Closing a Project	<ul style="list-style-type: none"> • Understanding of the 4th Key Project Mgt Process Group (Monitoring and Controlling) • Understanding of the 5th Key Project Mgt Process Group (Closing a Project)



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Lunch break		
Session 3	Closing a Project	<ul style="list-style-type: none">• Understanding of the 5th Key Project Mgt Process Group (Closing a Project)
Coffee break		
Session 4	Closing a Project / Course Wrap-up and Evaluation	<ul style="list-style-type: none">• Understanding of the 5th Key Project Mgt Process Group (Closing a Project)• Review of concepts learned

