Learnsoft
ENTERPRISE TRAINING

PM 102: Project Planning, Scheduling and Communications

Length: 1 Day

COURSE CONTENT

1: EVALUATING AND SELECTING PROJECTS

- Project Evaluation and Selection
- Evaluating and Tracking the Portfolio

2: TECHNIQUES FOR IMPROVED ESTIMATES

- WBS
- Function Point Analysis
- PERT
- Exercise: Estimation and PERT Practice

3: PROJECT PLANNING

- Overview of Project Planning
- The Knowledge Area of Schedule Management
- Plan Schedule Management

4: PROJECT SCHEDULING

- Guided Exercise
- Defining Activities and Dependencies
- The Project Critical Path
- The Project Gantt Chart
- Introduction to Scheduling in an Agile World

5: ADJUSTING THE SCHEDULE

- Scheduling and Project Risks
- Optimizing and Fine Tuning the Schedule
- Controlling the Schedule
- Troubleshooting Schedule and Resource Issues

6: PROJECT COMMUNICATIONS

- Guided Exercise
- Stakeholder Identification
- Communications Model
- Building a Stakeholder Friendly Communications Plan