

CompTIA Project+ Certification

Overview

This course is designed to provide you with the skills needed to be a successful project manager in today's rapidly changing world. Additionally, this course can be a significant part of your preparation for the CompTIA® Project+® certification exam.

Target Audience

This course is designed for individuals in various job roles who have a basic knowledge of project management, and who participate in small to medium scale projects.

This course is also designed for students who are seeking the CompTIA® Project+® certification and who want to prepare for the CompTIA® Project+® PK0-004 Certification Exam. A typical student taking the CompTIA® Project+® PK0-004 Certification Exam should have a minimum of 12 months of project management experience. Experience with specific project management software is helpful, but not mandatory.

Course Objectives

In this course, you will apply recognized practices of project management and understand a project's life cycle, roles, and skills necessary to effectively initiate, plan, execute, monitor, control and close a project.

You will:

- Identify the fundamentals of project management.
- Initiate a project.
- Create project plans, stakeholder strategies, and scope statement.
- Develop a Work Breakdown Structure and activity lists.
- Develop project schedule and identify the critical path.
- Plan project costs.
- Create project staffing and quality management plans.
- Create an effective communication plan.
- Create a risk management plan, perform risk analysis, and develop a risk response plan.
- Plan project procurements.
- Develop change management and transition plans.
- Assemble and launch the project team to execute the plan.
- Execute the project procurement plan.
- Monitor and control project performance.
- Monitor and control project constraints.
- Monitor and control project risks.
- Monitor and control procurements.
- Perform project closure activities.

Course Outline

1 - Defining Project Management Fundamentals

Identify Project Management Basics
Describe the Project Life Cycle
Identify Organizational Influences on Project Management
Define Agile Methodology

2 - Initiating the Project

Identify the Project Selection Process
Prepare a Project SOW
Create a Project Charter
Identify Project Stakeholders

3 - Planning the Project

Identify Project Management Plan Components
Determine Stakeholder Needs
Create a Scope Statement

4 - Preparing to Develop the Project Schedule

Develop a WBS
Create an Activity List
Identify the Relationships Between Activities
Identify Resources
Estimate Time

5 - Developing the Project Schedule

Develop a Project Schedule
Identify the Critical Path
Optimize the Project Schedule
Create a Schedule Baseline

6 - Planning Project Costs

Estimate Project Costs
Estimate the Cost Baseline
Reconcile Funding and Costs

7 - Planning Human Resources and Quality Management

Create a Human Resource Plan
Create a Quality Management Plan

8 - Communicating During the Project

Identify Communication Methods
Create a Communications Management Plan

9 - Planning for Risk

Create a Risk Management Plan
Identify Project Risks and Triggers
Perform Qualitative Risk Analysis
Perform Quantitative Risk Analysis
Develop a Risk Response Plan

10 - Planning Project Procurements

Collect Project Procurement Inputs
Prepare a Procurement Management Plan
Prepare Procurement Documents

11 - Planning for Change and Transitions

Develop an Integrated Change Control System
Develop a Transition Plan

12 - Executing the Project

Direct the Project Execution
Execute a Quality Assurance Plan
Assemble the Project Team
Develop the Project Team
Manage the Project Team
Distribute Project Information
Manage Stakeholder Relationships and Expectations

13 - Executing the Procurement Plan

Obtain Responses from Vendors
Select Project Vendors

14 - Monitoring and Controlling Project Performance

Monitor and Control Project Work
Manage Project Changes
Report Project Performance

15 - Monitoring and Controlling Project Constraints

Control Project Scope
Control Project Schedule
Control Project Costs
Manage Project Quality

16 - Monitoring and Controlling Project Risks

Monitor and Control Project Risks

17 - Monitoring and Controlling Procurements

Monitor and Control Vendors and Procurements
Handling Legal Issues

18 - Closing the Project

Deliver the Final Product
Close Project Procurements
Close a Project

Related Courses, Certifications, Exams

- CompTIA Project+
- PK0-004 - CompTIA Project+